

# ADAMS COUNTY BOARD OF SUPERVISORS MEETING

P1

Adams County Board Room  
November 15, 2016 9:30 a.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of October 25, 2016 minutes
8. Public hearing on the 2017 proposed budget
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Kotlowski, Morgan, Nickel, Parr, Pisellini and Repinski.
10. **Claims:** None
11. **Correspondence:** Letter from Adams County Historical Society asking for donation for elevator and addition.
12. **Appointments:** None
13. **Unfinished Business:** None
14. **Reports and Presentations:**
  - A. Miscellaneous:
    - Daric Smith, RIDC
    - Report by Barb Petkovsek, interim County Manager/Administrative Coordinator
    - Treasurers Report Outstanding Checks for 2014

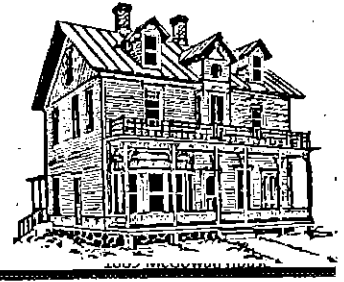
15. Review Committee Minutes			
Admin & Fin 10/7, 10/14, 10/28 CWACAC 8/24 County Board 10/25	H&HS/Vet 10/10 Health Ins 9/20 Hwy 10/13	Library 9/26, 10/24 P&Z 11/2 Property 10/11	PS&J 10/12 Safety 10/6, 11/3 Solid Waste 10/12 Surveyor October 2016

16. **Resolutions:**
  - Res. #76:** To adopt the 2017 budget, tax levy and mill rate for Adams County Government
  - Res. #77:** To increase the Flexible Spending Account (FSA) maximum annual Employee contribution to coincide with IRS Regulations.
  - Res. #78:** To Sell County Advertised Property 30-4051
  - Res. #79:** To Sell County Advertised Property 126-182-412
  - Res. #80:** To Sell County Advertised Property 30-4042
  - Res. #81:** To Sell County Advertised Property 30-1826-889
  - Res. #82:** To accept the Wisconsin Treatment and Diversion Court Grant. We were awarded funds by the Wisconsin Department Of Justice to begin planning and implementation of a Treatment Alternatives and Diversion Court beginning January 1, 2017 and ending December 31, 2017. This award will be renewed up to 5 years.
17. **Ordinances:**
  - Ord. #22:** Ordinance Regulating Distribution of Manure by Spray Irrigation
18. **Denials:** None
19. **Petition:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date(s)
24. Adjournment.



# Adams County Historical Society

311 & 507 Main Street  
P.O. Box 264, Friendship, WI 53934  
Phone: 608-339-7733



Dear Friend and Supporter,

**Access** is what's it's all about.

**Access** to historical documents and photos.

**Access** to genealogical records and family stories.

**Access** to videos of our Cemetery Tours, Voices programs and other events.

**Access** to exhibits on the history of our county and Wisconsin.

The Adams County Historical Society acquired and restored the 110-year old Gunning-Purves Building in Friendship to preserve one of the most historically significant properties in our county and as a place to archive and exhibit our history. It is now the Adams County Heritage Center.

In order to meet those goals, we must make the second story of the Heritage Center accessible to everyone who visits by installing an elevator in an addition at the rear of the building.

The estimated cost of the elevator and the addition is \$150,000

One year ago we set out to raise that money. With the help of a \$50,000 matching grant from one generous donor, we now have \$100,000 in the Elevator Fund.

We have another \$50,000 to raise before work can begin.

With your help, we can do it.

**Access** is what's it's all about.

Sincerely,

Michael Goc  
V-P, Adams County Historical Society  
608-547-2309 --- [newpast@live.com](mailto:newpast@live.com)

Please Mail your contribution to  
Adams County Historical Society  
POBox 264  
Friendship WI 53934

Or Drop it off and visit our Heritage Center in Friendship

**The Adams County Heritage Center is the only property in the county listed on the  
Wisconsin and National Registers of Historic Places**

Email: [adams.co.wi.hist@gmail.com](mailto:adams.co.wi.hist@gmail.com) website: [www.adamshistory.com](http://www.adamshistory.com)  
(a Paypal option is now available on our website)





**ADAMS COUNTY TREASURER**  
**PO BOX 470, FRIENDSHIP, WI 53934-0470**  
**PHONE: 608-339-4202 FAX: 608-339-4584**  
**JANI ZANDER, COUNTY TREASURER Nikki Mrzena, Deputy**

To the Honorable Board of Supervisors of Adams County, Wisconsin

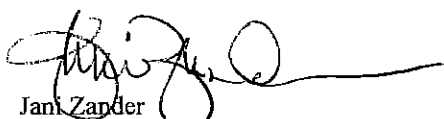
Ladies and Gentlemen:

I hereby present to you the following list outstanding orders over two (2) years old and request that same be cancelled pursuant to Chapter 59.64(4)(e) of the Wisconsin Statutes.

**General Account**

ISSUED	CHK #	DISBURSED TO:	AMOUNT
01/09/14	232848	Chula Vista Resort	\$55.00
01/23/14	233263	Alesha R Bork	\$140.80
02/06/14	233593	Clyde & Diane Jacobs	\$8.50
02/27/14	234112	Mark Chandler	\$7.39
02/27/14	234192	Cheryl Schrader	\$93.20
04/17/14	235503	Christian I Tiproc	\$12.50
07/17/14	237805	Edward Grochowski	\$6.33
07/24/14	237999	Gloria J Hickey	\$4.25
08/07/14	238288	Milan & Sebya Jovanovich	\$4.00
08/14/14	238518	Barbara J Diaz	\$9.86
08/28/14	238895	Craig & Mary Wille	\$24.47
09/25/14	239617	Lacie J Hedrington	\$33.35
10/16/14	240066	Clinical Services	\$1,610.00
11/06/14	240497	Gene A Abraham	\$30.35
11/06/14	240628	Karen L Stalker	\$19.13
12/04/14	241215	Craig M Orlowski	\$3.00
12/19/14	241835	WI Assoc of Drainage Dist	\$100.00
		<b>TOTAL:</b>	<b>\$2,162.13</b>

Dated this 1<sup>st</sup> day of November, 2016  
 Respectfully submitted,

  
 Jani Zander  
 Adams County Treasurer

**RESOLUTION 76 -2016**  
**RESOLUTION TO APPROVE AND ADOPT THE 2017 ADAMS COUNTY**  
**BUDGET, TAX LEVY AND MILL RATE**

**INTRODUCED BY:** Administrative and Finance Committee

**INTENT & SYNOPSIS:** To adopt the 2017 budget, tax levy and mill rate for Adams County Government.

**FISCAL NOTE:** The 2017 tax levy shall be \$17,608,213; the total expenditures shall be \$51,519,506; thereby establishing a mil rate of \$7.554542.

**WHEREAS:** The Administrative & Finance Committee has recommended a budget for fiscal year 2017 for proposed expenditures in the amount of \$51,519,506; and



**WHEREAS:** Proposed revenues in the amount of \$29,779,243 and fund balances in the amount of \$4,132,050 have been applied to reduce the levy; and

**WHEREAS:** The total indebtedness of Adams County as of December 31, 2016 is \$1,404,804.

**NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of Supervisors that a levy of \$17,608,213 be apportioned by the County Clerk upon all the taxable property in the County of Adams; and

**BE IT FURTHER RESOLVED,** that a mil rate be set at \$7.554542 per thousand dollars evaluation.

Recommended for adoption by the Administrative and Finance Committee this 15<sup>th</sup> day of November, 2016.

Adopted \_\_\_\_\_  
 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
 Tabled \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 County Board Chair

\_\_\_\_\_  
 County Clerk

☒ Reviewed by Corporation Counsel  
☒ Reviewed by Interim Administrative Coordinator/Director of Finance

**RESOLUTION TO INCREASE MAXIMUM ANNUAL FLEX SPENDING  
ACCOUNT AMOUNT ACCORDING TO IRS REGULATIONS**

**INTRODUCED BY:** Administrative & Finance Committee

**INTENT & SYNOPSIS:** To increase the Flexible Spending Account (FSA) maximum annual Employee contribution to coincide with IRS Regulations.

**FISCAL NOTE:** None.

**WHEREAS:** Resolution No. 11-17-2005 was adopted by the Adams County Board on November 15, 2005 setting a \$2,000 annual maximum FSA Employee contribution; and

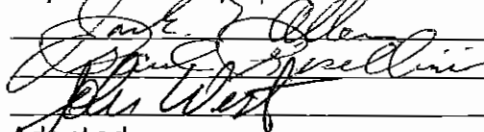
**WHEREAS:** Resolution No. 84-2011 was adopted by the Adams County Board on December 20, 2011 to increase the maximum annual contribution to \$2500;

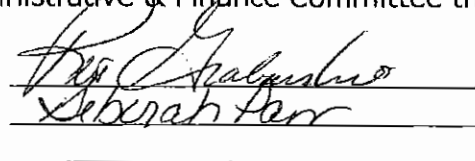
**WHEREAS:** The IRS establishes in their guidelines the maximum annual Flex Spending Account contribution amount and applicable carryover amount allowed;

**NOW THEREFORE, BE IT RESOLVED BY THE ADAMS COUNTY BOARD OF SUPERVISORS:** That Adams County employees may establish Flexible Spending Account (FSA) in accordance with the rules and regulations of the IRS; and

**BE IT FURTHER RESOLVED,** that the County Manager/Administrative Coordinator office will inform employees annually if there are any changes to the IRS Flex Spending Account regulations.

Recommended for adoption by the Administrative & Finance Committee this 28<sup>th</sup> day of October, 2016.

  
\_\_\_\_\_  
David E. Allen

  
\_\_\_\_\_  
Deborah Farr

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ day of November, 2016.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

X Reviewed by Corporation Counsel

X Reviewed by County Manager/Administrative Coordinator

## RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

1 **INTRODUCED BY:** PROPERTY COMMITTEE

2  
3 **INTENT & SYNOPSIS:** TO SELL COUNTY ADVERTISED PROPERTY

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5 **FISCAL NOTE:** \$1,504.30 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;  
6 \$395.70 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00  
7 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO  
8 ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES;

9  
10 **WHEREAS:** Warren Starner has submitted a bid of \$2,100.00 for the parcel(s) of land  
11 described as follows: Lot One Hundred Seventeen (117), Rain Dance Addition to Lake  
12 Arrowhead, in the Town of Rome, Adams County, Wisconsin Parcel# 30-4051; and

13  
14 **WHEREAS:** Adams County took title to this property on August 10, 2015, per judgment  
15 of foreclosure; and

16  
17 **WHEREAS:** Warren Starner has submitted full payment of \$2,100.00 plus a \$30.00  
18 recording fee, which is on deposit with the County Treasurer.

19  
20 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**  
21 **Supervisors,** that the above described property is hereby approved for sale for the bid  
22 of \$2,100.00; and

23  
24 **BE IT FURTHER RESOLVED:** That the County Clerk will issue a Deed to the above  
25 described property per Ordinance #09-2014.

26  
27 Recommended for adoption by the Property Committee this \_\_\_\_ day of November,  
28 2016.

29  
30 Rocky J. Helmer  
31 Guy Kattowski  
32 Frank DeMlow

33  
34 Deputy  
35 Mark Hamburg

36 Adopted \_\_\_\_\_

37 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this

38 Tabled \_\_\_\_\_ day of November, 2016.

39  
40  
41 \_\_\_\_\_  
42 County Board Chair

\_\_\_\_\_  
County Clerk



Reviewed by Corporation Counsel

Reviewed by Interim County Manager/Administrative Coordinator

**RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY**

**INTRODUCED BY:** PROPERTY COMMITTEE

**INTENT & SYNOPSIS:** TO SELL COUNTY ADVERTISED PROPERTY

**FISCAL NOTE:** \$985.10 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;  
\$494.90 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00  
REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO  
ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES;

**WHEREAS:** Kristy Koudelka has submitted a bid of \$1,680.00 for the parcel(s) of land  
described as follows: Lot Thirteen (13) of Lakeview, in the Village of Friendship, Adams  
County, Wisconsin Parcel# 126-182-412; and

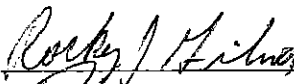
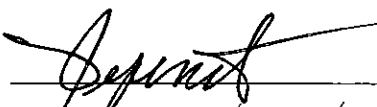
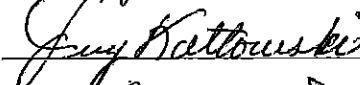
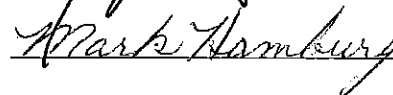
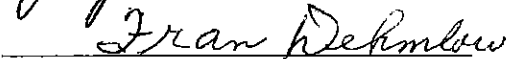
**WHEREAS:** Adams County took title to this property on July 18, 2016 per judgment of  
foreclosure; and

**WHEREAS:** Kristy Koudelka has submitted full payment of \$1,680.00 plus a \$30.00  
recording fee, which is on deposit with the County Treasurer.

**NOW THEREFORE, BE IT RESOLVED by the Adams County Board of  
Supervisors,** that the above described property is hereby approved for sale for the bid  
of \$1,680.00; and

**BE IT FURTHER RESOLVED:** That the County Clerk will issue a Deed to the above  
described property per Ordinance #09-2014.

Recommended for adoption by the Property Committee this \_\_\_\_ day of November,  
2016.

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ day of November, 2016.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

☒ Reviewed by Corporation Counsel  
☒ Reviewed by Interim County Manager/Administrative Coordinator

RESOLUTION 80 - 2016

## RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY

1 **INTRODUCED BY:** PROPERTY COMMITTEE

2  
3 **INTENT & SYNOPSIS:** TO SELL COUNTY ADVERTISED PROPERTY

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5 **FISCAL NOTE:** \$1,059.03 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;  
6 \$745.97 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00  
7 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO  
8 ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES;  
9

10 **WHEREAS:** Gary Glover and Carrie Glover have submitted a bid of \$2,005.00 for the  
11 parcel(s) of land described as follows: Lot One Hundred Eight (108), Rain Dance  
12 Addition to Lake Arrowhead, in the Town of Rome, Adams County, Wisconsin Parcel#  
13 30-4042; and

14  
15 **WHEREAS:** Adams County took title to this property on July 18, 2016 per judgment of  
16 foreclosure; and

17  
18 **WHEREAS:** Gary Glover and Carrie Glover have submitted full payment of \$2,005.00  
19 plus a \$30.00 recording fee, which is on deposit with the County Treasurer.

20  
21 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**  
22 **Supervisors,** that the above described property is hereby approved for sale for the bid  
23 of \$2,005.00; and

24  
25 **BE IT FURTHER RESOLVED:** That the County Clerk will issue a Deed to the above  
26 described property per Ordinance #09-2014.

27  
28 Recommended for adoption by the Property Committee this \_\_\_\_ day of November,  
29 2016.

30 *Roger J. Zilny*  
31 *Guy Kottowski*  
32 *Fran Wehmlow*

33 *Agent*  
34 *Mark Hamburg*

35  
36  
37 Adopted \_\_\_\_\_

38 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this

39 Tabled \_\_\_\_\_ day of November, 2016.

40  
41  
42 \_\_\_\_\_  
County Board Chair

43  
44 \_\_\_\_\_  
County Clerk

45 ☒ Reviewed by Corporation Counsel

☒ Reviewed by Interim County Manager/Administrative Coordinator



**RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED PROPERTY**

**INTRODUCED BY:** PROPERTY COMMITTEE

**INTENT & SYNOPSIS:** TO SELL COUNTY ADVERTISED PROPERTY

**FISCAL NOTE:** \$3,577.99 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX PORTION;  
\$9,222.01 REVENUE TO ACCOUNT NO. 100. 10.48350 - PROPERTY SALES; \$200.00  
REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE; \$30.00 REVENUE TO  
ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS RECORDING FEES;

**WHEREAS:** Logan Nelson has submitted a bid of \$13,000.00 for the parcel(s) of land  
described as follows: Lot Ninety (90), Westwind Shores, in the Town of Rome, Adams  
County, Wisconsin Parcel# 30-1826-889; and

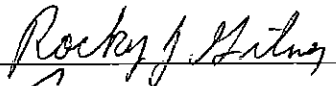

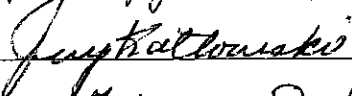
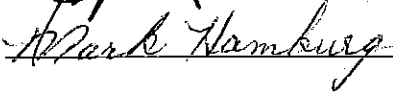
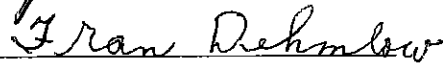
**WHEREAS:** Adams County took title to this property on July 18, 2016 per judgment of  
foreclosure; and

**WHEREAS:** Logan Nelson has submitted full payment of \$13,000.00 plus a \$30.00  
recording fee, which is on deposit with the County Treasurer.

**NOW THEREFORE, BE IT RESOLVED by the Adams County Board of  
Supervisors,** that the above described property is hereby approved for sale for the bid  
of \$13,000.00; and

**BE IT FURTHER RESOLVED:** That the County Clerk will issue a Deed to the above  
described property per Ordinance #09-2014.

Recommended for adoption by the Property Committee this \_\_\_\_ day of November,  
2016.

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ day of November, 2016.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

- ☒ Reviewed by Corporation Counsel  
☒ Reviewed by Interim County Manager/Administrative Coordinator

**RESOLUTION TO ACCEPT THE WISCONSIN TREATMENT ALTERNATIVES  
AND DIVERSION COURT GRANT**

**INTRODUCED BY:** Public Safety and Judiciary Committee

**INTENT & SYNOPSIS:** To accept the Wisconsin Treatment and Diversion Court Grant. We were awarded funds by the Wisconsin Department Of Justice to begin planning and implementation of a Treatment Alternatives and Diversion Court beginning January 1, 2017 and ending December 31, 2017. This award will be renewed up to 5 years.

**FISCAL NOTE:** Receipt and administration of a Wisconsin Treatment Alternatives and Diversion Court Grant in the total amount of \$76,436. A 25% in-kind match is required by the grant. This in-kind match is covered through current existing county staff and operations. The total in-kind match is \$25,882.

**WHEREAS:** The Adams County Criminal Justice System is being impacted by the increased rates of substance abuse among its residents. In 2015, at least 40% of all cases referred to the District Attorney's office were substance abuse-related; and

**WHEREAS:** In 2015, chronic and significant drug abuse by a parent or caregiver was the leading cause of intervention from the Children and Family Services Division; 67% of the children ordered to out of home care in Adams County were from drug abusing households; and

**WHEREAS:** Evidence-based Treatment Alternatives and Diversion Courts produce improved outcomes for individuals and the community; and

**WHEREAS:** A successful Treatment Alternatives and Diversion Court will reduce recidivism rates for nonviolent offenders in the program, increase public safety and reduce prison and jail populations by diverting nonviolent offenders to community-based interventions; and

**WHEREAS:** The grant funding will support planning and implementation costs of an intensive, evidence-based Treatment Alternatives and Diversion Court for one year beginning January 1, 2017, renewable up to 5 years.

**NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of Supervisors to approve receipt and administration of the Wisconsin Treatment Alternatives and Diversion Court Grant in the amount of \$76,436; and

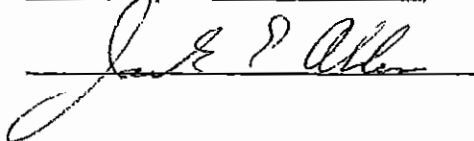
**BE IT FURTHER RESOLVED** that Adams County will comply with State requirements for the program and will meet the financial obligations under the grant as stated in the fiscal impact of the resolution.

**RESOLUTION 82-2016**  
**RESOLUTION TO ACCEPT THE WISCONSIN TREATMENT ALTERNATIVES**  
**AND DIVERSION COURT GRANT**

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Recommended for adoption by the Public Safety and Judiciary Committee this  
\_\_\_\_\_ day of \_\_\_\_\_, 2016.



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\_\_\_\_\_

Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

- ☒ Reviewed by Corporation Counsel  
☒ Reviewed by County Manager/Administrative Coordinator

ORDINANCE 22 - 2016ORDINANCE REGULATING DISTRIBUTION OF MANURE  
BY SPRAY IRRIGATION

The County Board of Supervisors of the County of Adams does ordain as follows:

**WHEREAS:** The Wisconsin Division of Public Health raises the potential for substantial health concerns resulting from the land application of liquid manure using Spray Irrigation Manure Distribution Systems; and

**WHEREAS:** The Adams County Board believes that the regulation of Spray Irrigation Manure Distribution systems is necessary to promote the public health and safety of the citizens of the County of Adams, and wishes to take action to that effect pending the adoption of appropriate controls by other governmental authorities.

**NOW THEREFORE, THE ADAMS COUNTY BOARD OF SUPERVISORS  
DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Purpose and Intent. The purpose of this Ordinance is to promote the health and safety of Adams County and it is the general intent of this Ordinance to provide for a moratorium on the use of Spray Irrigation Manure Distribution Systems within Adams County. If a person desires to move forward with installing such a system, they shall comply with the requirements of Sections 5, 6, 7 and 8 of this Ordinance.

**SECTION 2.** Abrogation and Greater Restrictions. It is not intended by this Ordinance to repeal, abrogate, annul, impair or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations or permits previously adopted or issued pursuant to law. However, when this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

**SECTION 3.** Interpretation. In its interpretation and application, the provisions of this Ordinance shall be liberally constructed in favor of Adams County and shall not be construed to be a limitation or repeal of any other power granted by the Wisconsin Statutes except as expressly set forth herein.

**SECTION 4.** Definition. "Spray Irrigation Manure Distribution System" means the application of liquid manure or process wastewater to cropland using equipment that discharges manure into the air via a single nozzle or multiple nozzles or hoses and which disperse the manure or process wastewater over distances greater than could be achieved using typical moving vehicle or manure hauling equipment.

48 **SECTION 5.** License Required. No person or entity shall operate a Spray  
49 Irrigation Manure Distribution System in Adams County unless such person or  
50 entity shall first obtain a license for such operation from Adams County.  
51

52 **SECTION 6.** Application. Any person or entity desiring or intending to operate  
53 a Spray Irrigation Manure Distribution System in Adams County shall, before  
54 operating the same, apply to Adams County for a license for such operation.  
55 Said license application shall include, at a minimum, the following:  
56

- 57 a. The name and address of the applicant.
- 58 b. The name and address of the owner of the property upon which said  
59 System is intended to be operated.
- 60 c. The dates or range of dates when such operation is intended to occur.
- 61 d. A detailed description of the material intended to be distributed by the  
62 System.
- 63 e. The legal description and address of the property upon which the System  
64 is to be operated.
- 65 f. The manner in which the volume of material to be distributed by the  
66 System is intended to be regulated.
- 67 g. The name and addresses of the owners of all property located within  
68 1,000 feet of the property line of any parcel upon which the proposed  
69 Spray Irrigation Manure Distribution System is to be operated.  
70

71 At the time of application, the applicant shall pay to Adams County an application  
72 fee in the amount of \$500.00 or such other fee as may be determined by the  
73 Adams County board by resolution.  
74

75 **SECTION 7.** Public Hearing. Upon receipt of an application for a license for  
76 operation of a Spray Irrigation Manure Distribution System, Adams County shall  
77 hold a public hearing within forty-five (45) days upon receipt of an application for  
78 a license for operation of a Spray Irrigation Manure Distribution System. Notice  
79 of such hearing shall be mailed by the Land and Water Department, by certified  
80 mail, not later than ten (10) days before the date of the hearing to all property  
81 owners of property located within 1,000 feet of the property line of any parcel  
82 upon which the proposed Spray Irrigation Manure Distribution System is to be  
83 operated. If direct service is used in lieu of certified mail, service shall occur no  
84 later than five (5) days before the public hearing. Such notice shall also be  
85 published as a Class 2 notice.  
86

87 **SECTION 8.** Standards and Conditions. In addition to holding a public hearing,  
88 before issuing a license for operation of a Spray Irrigation Manure Distribution  
89 System, Adams County shall review the application for such permit. No permit  
90 shall be issued unless the Board first determines that the proposed operation will  
91 not cause undue harm to the health of nearby residents. The Board may impose

92 appropriate conditions upon the proposed operation as necessary to protect such  
93 residents and the health and safety of other persons living and traveling through  
94 the County. Signs advising the public shall be posted in the public road right-of-  
95 way 100 feet before and after on any roadway abutting said property on which  
96 manure is being sprayed, commencing one (1) day prior to dispersal, and these  
97 signs shall remain posted for a one (1) day period after dispersal is complete.  
98 Said signs shall at a minimum be 11" X 17" and the wording shall advise the  
99 public of the spraying application in letters at least 1½ inches in height. The  
100 lettering shall be in contrast with the background color of the sign. The violation  
101 of any such conditions imposed by the Board shall be deemed a violation of this  
102 Ordinance.

103

104 **SECTION 9. Enforcement.** Any person who operates or causes the operation  
105 of a Spray Irrigation Manure Distribution System without first obtaining a lawful  
106 license for such operation under this Ordinance, or operates or causes the  
107 operation of such a System in a manner which violates any conditions imposed  
108 by Adams County upon any such license shall be deemed in violation of this  
109 Ordinance and Adams County may take action to enjoin such violation and/or to  
110 impose a fine by initiating an action in Adams County Court. Any person shall,  
111 upon conviction of any such violation, forfeit not less than \$1,000.00 nor more  
112 than \$10,000.00 plus court costs, for each day the violation continues, together  
113 with the costs of prosecution.

114

115 **SECTION 10. Lien on Real Estate.** In all cases in which the County Board or its  
116 duly appointed representative, takes action to enforce the provisions of this  
117 Ordinance because of the unlawful operation of a Spray Irrigation Manure  
118 Distribution System, the sum expended in accomplishing such enforcement shall  
119 become a lien on the property where such system is located in the same manner  
120 as any tax upon real estate. The Adams County Treasurer shall certify the  
121 description of such property, and the costs of such removal, and the Treasurer  
122 shall include the same in the annual schedule of land subject to special taxation.  
123 Payment of costs included in a lien hereunder shall be enforced in the same  
124 manner as a special tax upon real estate levied and collected in Adams County.

125

126 **SECTION 11. Emergency dispersion of liquid manure.** It is understood that  
127 there may be times when liquid manure distribution, due to natural or  
128 unforeseen events, needs to be dispersed forthwith. Such things as an  
129 inordinate amount of rain, or a breach in a manure pit wall, may require liquid  
130 manure to be dispersed. If such an emergency occurs, it is the responsibility of  
131 the Owner to get DNR permission, through the Agricultural Runoff Specialist for  
132 the West Central Region, to disperse the liquid manure immediately.

133

134 **SECTION 12. Severability.** If any section, clause, provision or other portion of  
135 this Ordinance is adjudged unconstitutional or invalid by a court of competent  
136 jurisdiction, the remainder of this Ordinance, or Section of which it is a part, shall

137 not be affected thereby. If any application of this Ordinance to a particular  
 138 structure or parcel of land is adjudged unconstitutional or invalid by a court of  
 139 competent jurisdiction, such judgment shall not be applicable to any other  
 140 structure or parcel of land not specifically included in the court's judgment except  
 141 as expressly ordered by the court.

142  
 143 **SECTION 13. Effective Date.** This Ordinance shall take effect and be in force  
 144 from and after the day of passage and publication as required by law.

145  
 146 Recommended for enactment by Land & Water Conservation Committee this 8th  
 147 day of November, 2016.

148 Barbaroll. Morgan

149 Andy B. Pratt

150 Anna Johnson

151

152 Enacted \_\_\_\_\_

153 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors

154 Tabled \_\_\_\_\_ this 15th day of November, 2016.

155

156 \_\_\_\_\_  
 157 Chairman

158

159

160 ☒ Reviewed by Corporation Counsel

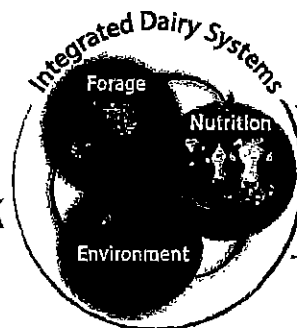
161 ☒ Reviewed by County Manager/Administrative Coordinator

Sam Siellari  
Dan Wysocky  
F.M. [unclear]



United States Department of Agriculture

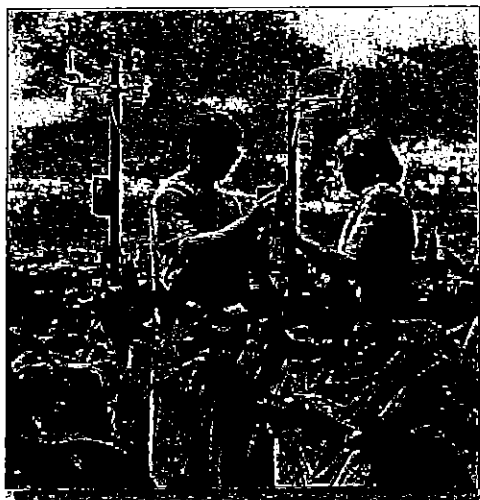
# Airborne pathogens from dairy manure aerial irrigation and the human health risk


**U.S. Dairy  
Forage  
Research  
Center**

by Mark A. Borchardt and Tucker R. Burch

Application of liquid dairy manure by traveling gun or center pivot irrigation systems is becoming more common because it offers several potential benefits: reduced road impacts from hauling, optimal timing for crop nutrient uptake, and reduced risks of manure run-off and groundwater contamination.

However, irrigation could also increase the risk of airborne pathogen transmission from manure to humans and livestock compared to other application methods. This concern about airborne pathogens prompted the Wisconsin Department of Natural Resources to fund field research on this topic. This fact sheet is a summary of that study, the first study to use measured concentrations of airborne microorganisms during irrigation of dairy manure on working farms to estimate human health risk.



Setting up the equipment in the field to measure microorganism transport during irrigation.

found in dairy manure and are frequently associated with human health effects include: *Salmonella*, *E. coli*, *Campylobacter jejuni*, *Listeria monocytogenes*, *Cryptosporidium parvum*, and *Giardia lamblia*. These all cause acute gastrointestinal illness with diarrhea, abdominal pain, fever, nausea, and vomiting. In some

cases illness can progress to a systemic infection involving other organ systems.

It is important to recognize that the number and types of pathogens in dairy manure can be highly variable from herd to herd and even in the same herd through time. Thus, exposure to dairy manure does not always equate to exposure to human pathogens. On the other hand, the absence of pathogens in a specific dairy herd at a specific point in time does not equate to the universal absence of health risk from exposure to

## Pathogens in dairy manure

Dairy manure, like the fecal excrement from any domesticated or wild animal, can contain pathogens capable of infecting humans. Six pathogens that can be

dairy manure. The risk assessment described in this fact sheet accounted as best as possible for varying infection susceptibilities in the exposed population and varying pathogen presence in dairy manure.

## Study summary

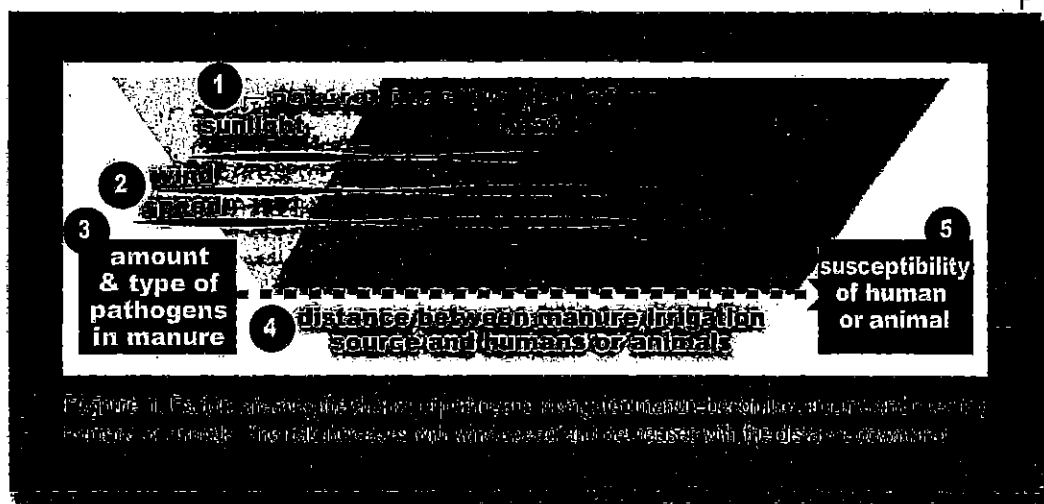
Airborne microbial concentrations, some of which may be pathogenic, decline with distance but can still be measurable at 700 feet downwind from irrigation depending on wind velocity and the initial concentration of the microorganism in manure.

Using quantitative microbial risk assessment, we estimate the risk for acute gastrointestinal illness for exposure to airborne pathogens 500 feet downwind from dairy manure irrigations is on the order of 1 in 100,000 to 1 in 100 per irrigation event.

The risk estimate depends primarily on pathogen type, pathogen prevalence on dairy farms, downwind distance from the irrigation equipment, and the number of irrigation events during a growing season.

Also, it is important to recognize the risk values reported herein are medians of the risk distribution; users of this report might decide to use lower or higher percentiles of the risk distributions.





## Wisconsin study

The Wisconsin study described in this fact sheet had two primary objectives. The first objective was to identify weather variables (e.g., wind speed, solar radiation, and relative humidity) most important for airborne pathogen transport during manure irrigation. The second objective was to estimate the risk of illness for people by using microbial risk assessment computer models.

At the foundation of this effort was an extensive, largest of its kind, field sampling for airborne microorganisms during 23 irrigation events (8 trials by center pivot and 15 trials by traveling gun) in 2012 through 2014. Air samples were analyzed for culturable bacteria in 13 trials and for microorganism genetic markers in 23 trials.



Weather data were collected every 30 seconds during each trial – wind direction and speed, air temperature, solar radiation, relative humidity, and precipitation, which was always zero.

In two additional trials we measured airborne transport of microorganisms during conventional manure application by a tanker with a high splash-plate.

## Study findings

**Airborne bacteria detection frequencies.** Not surprisingly, bacteria that normally live in the gut tract of cattle (*Bacteroides*, gram negative bacteria, *E. coli*, and *Enterococci*) were present in manure 100% of the time. In addition, *Campylobacter jejuni* also was present in the study manure. While the bacteria listed above were detected frequently in manure samples, they were detected less frequently in downwind air samples. The greatest difference was for non-pathogenic *E. coli*; it was detected in 100% of manure samples but only 11% of air samples.

**Airborne bacteria concentrations.** Like detection frequencies, concentrations of the bacteria in air decreased with increasing distance downwind from manure irrigation. In general, the concentration of the bacteria with the highest survival rate (most likely to cause illness) decreased approximately 30% for every 100-foot increase in downwind distance.

## Weather variables

Why are bacteria detections and concentrations in air so much less than in manure? Four well-known processes are responsible. 1) When liquid manure is released through an irrigation nozzle, very few bacteria become aerosolized and suspended in the air. 2) Gravitational settling of manure aerosols onto surfaces, like plants and soil, as they move through the air removes aerosol-associated bacteria from the air stream, reducing their concentration further downwind. 3) Dilution by the wind scattering and dispersing manure aerosols

and bacteria into the larger atmosphere also reduces bacteria concentrations. 4) Lastly, inactivation by warm temperatures, low humidity, and sunshine kills the bacteria, reducing their numbers in air (Figure 1).

In this study, the most important weather variable in determining downwind microbe concentrations was wind speed. Two non-weather variables that were as important as wind speed in predicting microbe concentrations downwind from manure irrigation were distance downwind and the microbial concentration in the manure source.

### Human health risk

Despite environmental processes that inactivate airborne pathogens, airborne pathogens can still be measured downwind from manure irrigation. The question then becomes: "Do these concentrations pose a risk to public health?"

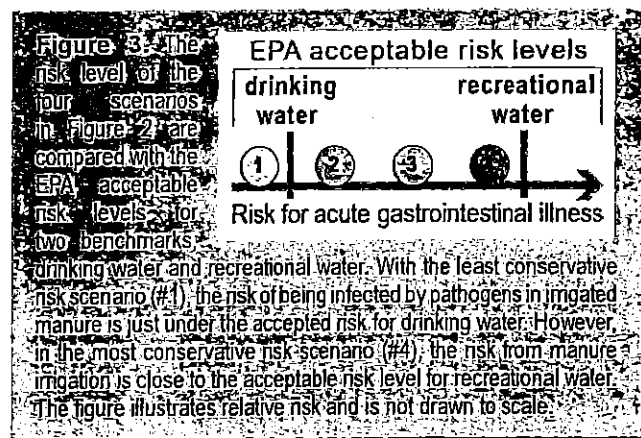
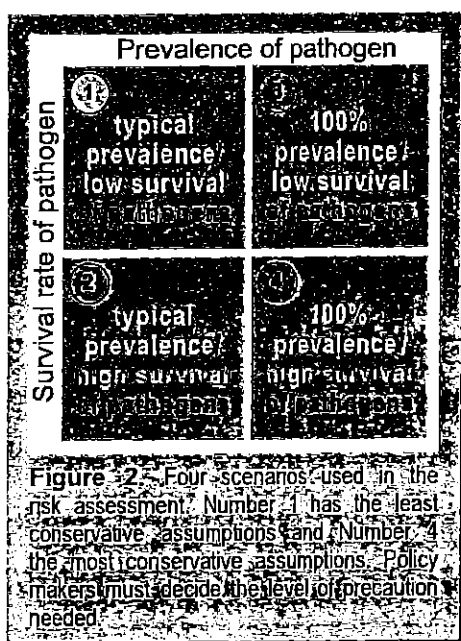
The prevalence and concentration of pathogens in manure is always changing. In order to make conclusions about the potential health risk, we analyzed the data under four different scenarios that differ in their assumptions and therefore lead to different levels of precaution toward protecting public health.

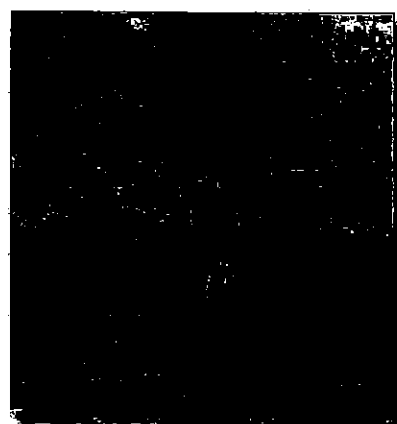
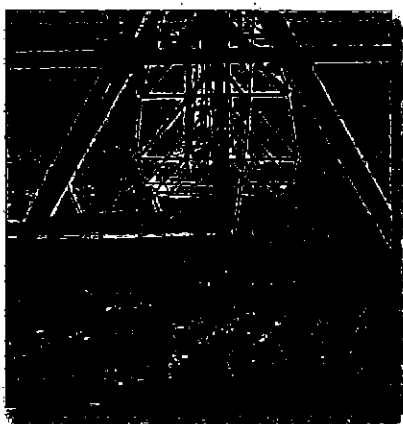
The four scenarios are shown in Figure 2. We compared two rates of prevalence: 1) the typical prevalence of a pathogen in manure as reported in existing national data; and 2) a worst case scenario in which a pathogen is present in 100% of manure. And we used

two different microorganisms in the analysis, one that has a high rate of survival in the environment and is more likely to transmit a disease, and one that has a low rate of survival and is unlikely to result in disease transmission. If you assume the pathogen is present in all manure and has a high rate of survival, the estimated health risk is much higher than if you assume the pathogen is present at typical levels and has a low rate of survival.

Then we compared the risk level determined for each scenario against water quality standards already in use by the EPA: 1) acceptable level of illness risk for drinking water, 1 infection/10,000 people/year; and 2) acceptable level of risk for recreational water, 32 illnesses/1,000 swimmers/exposure event. As seen in Figure 3, risk from manure irrigation is generally between the acceptable risk levels for drinking water and recreational water.

There are two caveats to consider. The reported risk levels are for a single manure irrigation event. However, manure can be irrigated multiple times on a field during a growing season and each time people are exposed to irrigated manure the risk of illness increases. Second, the reported risk levels are medians of the outputted risk distributions (i.e., 50% of the risk estimates are lower and 50% are higher). Risk managers may wish to use a summary statistic more conservative toward protecting public health (e.g., 75th percentile).





## Little difference found when comparing spreading and irrigation methods

**Conventional tanker versus irrigation.** On two dates we measured airborne transport of pathogens and microbial surrogates during dairy manure application by conventional tanker. There was no clear pattern in the differences in downwind microbe concentrations during manure application by tanker or irrigation. For some comparisons there was no statistical difference between application methods, and for other comparisons sometimes the tanker produced significantly lower air concentrations and sometimes irrigation produced significantly lower air concentrations. With only two tanker trials, it is not possible to determine definitively which application method creates the fewest airborne microbes.

**Traveling gun versus center pivot irrigation.** Comparing traveling gun versus center pivot manure irrigation methods, there are no statistical differences in the probabilities of detection or levels of concentration of airborne bovine *Bacteroides* or gram negative bacteria. The traveling gun method did result in a sig-

nificantly lower probability of detection and concentration of enterococci bacteria in air. Overall, however, there was no clear pattern of differences between traveling gun and center pivot manure irrigation methods in the downwind transport of microbes.

### What producers can do to reduce the health risk from irrigated manure

- 1. Farm animals provide the biggest pivot in reducing the risk of airborne disease transmission from dairy manure irrigation.
- 2. Provide good health and prevent antibiotics from being used in manure in the first place.
- 3. If antibiotics are present, use practices, such as deep burial, digestion or manure storage, rather than direct irrigation, to reduce their concentrations.
- 4. Irrigate under low wind speed conditions.
- 5. Maximize the distance between irrigated manure and people living downwind.

Contact: Mark Borchardt  
Phone: 715-387-4943  
Email: Mark.Borchardt@ars.usda.gov

Contact: Tucker Burch  
Phone: 715-387-3670  
Email: Tucker.Burch@ars.usda.gov

U.S. Dairy Forage Research Center, 1925 Linden Dr., Madison, WI 53706; phone 608-890-0050 [www.ars.usda.gov/mwa/madison/dfrc](http://www.ars.usda.gov/mwa/madison/dfrc)  
For more information contact: Lori Bocher, [lori.bocher@ars.usda.gov](mailto:lori.bocher@ars.usda.gov); phone 608-890-0079

**Leading the world in integrated dairy forage systems research.**

USDA is an equal opportunity provider and employer.

## ADMINISTRATIVE & FINANCE MEETING MINUTES

P20

October 7, 2016 9:00 a.m. Room A231

The meeting was called to order by Vice Chairman Grabarski at 9:00 a.m.

Meeting was properly noticed.

Roll Call: Allen, Grabarski, Parr and Pisellini present; West was excused. Also present: Zander, Reed, McLaughlin, Wagner, Oleson, Dye, Quinnell, Tolley, Sedlar, Miller, Kolstad, Fahrenkrug, Pam Shepherd, Sylvia Finch, Mila Sheri and Phillippi.

Motioned by Pisellini/Allen to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Pisellini/Parr to approve the minutes from August 11<sup>th</sup> and 23<sup>rd</sup>, September 1<sup>st</sup> and 9<sup>th</sup>, 2016.

Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

### *Item #8 Treasurer:*

- a) *Discuss and/or act on increase in town service fees;* no change since 2008. Motioned by Allen/Pisellini to raise rates from \$40 to \$50 per hour for use of machine, starting in 2017. Motion carried by unanimous voice vote.
- b) *Tax Deed Property update;* all is going well.
- c) *Financial report;* handed out.
- d) *Office activities;* update on wire transfers, paperwork changes, preparation for November tax season, and WCT Conference in Wisconsin Dells.

### *Item #9 MIS:*

- a) *Office activities;* ECHO update provided; RMM update. Website discussion took place.
- b) *Financial report;* handed out.

### *Item #10 Parks - reports, monthly reports, activities:*

- a) *Discuss and/or act on Petenwell ATV/UTV Campground development;* Tolley provided written documentation, as well as verbal update. Will be placed on next agenda, 10/14/16, for further discussion.

Present: West at 9:25 a.m.

Grabarski stepped down as Chair. West took over as Chair.

*Item #11 Corporation Counsel:* Report was handed out, verbal update was provided.

Karl Nollenberger (employee recruiter) present at 9:37 a.m.

*Item #12 Personnel:* Report was handed out.

### *Item #13 Discuss and/or act on:*

- a) *Wage proposal;* discussion took place, no action taken. Will be placed on next agenda, 10/14/16, for further discussion.
- b) *Adams County Salary Administration Policy Document;* will be placed on next agenda, 10/14/16, for further discussion.
- c) *Hiring an employee for the Sheriff's Office above starting wage;* Motioned by Allen/Pisellini to place Sheriff's office Sergeant position at a starting wage of \$23.50, 2-year midpoint, grade 11. Motion carried by unanimous voice vote.
- d) *Parks Department management structure;* will be placed on next agenda, 10/14/16, for further discussion.

## ADMINISTRATIVE & FINANCE MEETING MINUTES

October 7, 2016 9:00 a.m. Room A231

P21

e) *2017 budget*; will discuss at next meeting, 10/14/16.

~~f) *Dispatch reclassification*;~~

*Item #14 County Clerk:*

a) *Office activities*; all is going well, preparing for November election.

Items on next agenda:

*Discuss and/or act on Petenwell ATV/UTV Campground development;*

*Discuss and/or act on Parks Department management structure;*

*Discuss and/or act on 2017 budget;*

*Discuss and/or act on wage proposal.*

Next meeting date is set for October 14<sup>th</sup> at 9:00 a.m.

**Recess:** Motioned by Parr/Allen to recess at 11:04 a.m. Motion carried by unanimous voice vote.

**Reconvene:** Committee reconvened at 11:14 a.m. All present. Grabarski took over as secretary.

### **Closed Session:**

Motioned by Grabarski/Pisellini for committee to convene in closed session for the purpose of: Discuss and/or act on: (a) recommendations of GovHR for choosing candidates for interview for the position of County Manager/Administrative Coordinator; (b) interview options for October 24, 2016 and October 25, 2016. Motion carried by roll call vote, 5 yes. Voting yes, Grabarski, West, Allen, Pisellini and Parr.

**Roll call:** Allen, Grabarski, Parr, Pisellini and West present. Also present: Wagner and Karl Nollenberger (employee recruiter). Grabarski acted as Recording Secretary for closed session to adjournment.

Motioned by Pisellini/Parr for committee to reconvene back in open session. Motion carried by unanimous voice vote.

### **Open Session:**

Wollin asked to be placed on the October 14<sup>th</sup> Administrative & Finance meeting agenda for the purpose of discussing the possible expansion of the jail project renovation to include more offices within the courthouse.

Motioned by Pisellini/Allen to have GovHR contact the 4 selected candidates for interview sessions on October 24<sup>th</sup> & 25<sup>th</sup>, 2016. Motion carried by unanimous voice vote.

Motioned by Allen/Parr to adjourn meeting at 2:05 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

CP/ck

These minutes have not been approved.

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## ADMINISTRATIVE & FINANCE MEETING MINUTES

P22

Friday, October 14, 2016 9:00 a.m. Room A231

Meeting was called to order by Chairman West at 9:00 a.m. The meeting was properly noticed. Roll call: Grabarski, West, Pisellini, Allen and Parr present. Also present: Kaye, Wagner, Reed, Tolley, Miller, Helgeson, Zander, Kolstad, McGhee, Wollin, Fahrenkrug, Quinnell, Oleson, Colburn, Manning, Sedlar, Sylvia Fish and Mila Sheri.

Motioned by Parr/Pisellini to approve the agenda. Motion carried by unanimous voice vote.

Public Participation: Taken as needed.

Correspondence: None

There were no objections from the committee to deviate items from 7 a-l as identified or determined by the chair.

Park grants are as identified from last Fridays meeting, the snowmobile bridge is still a work in progress.

Discussion regarding the Wisconsin Park & Recreation Association Foundations request to use the County tourism display took place. There was no objection to the Association utilizing the display.

Motioned by Grabarski/Pisellini to allow Tolley to amend contract with MSA to expand project design based on new funding related to the Petenwell ATV/UTV Campground development project. Tolley to proceed with project at his discretion. Motion carried by unanimous voice vote.

Parks Department management structure discussed, no action taken.

Motioned by Allen/Grabarski to approve dispatch reclassification, from grade 14 to 13. Wollin to update job description working with personnel director and send to WIPFLI.

Motioned by Grabarski/Pisellini to table dispatch reclassification. Motion carried by voice vote, 4 yes, 1 no. Voting no, Allen.

Motioned by Allen/Grabarski to allow spending up to \$12,000 more for the space needs study from the original amount of \$30,000, for a total of \$42,000. Motion carried by roll call vote, 4 yes, 1 no. Voting no, Pisellini.

**RECESS:** Motioned by Allen/Grabarski to recess at 11:35 a.m. Motion carried by unanimous voice vote.

**RECONVENE:** Called back to order by Chairman West at 11:45 a.m. All present.

Clerk/Receptionist and Clinic Coordinator job description have been combined into one job description, the title of Clinic Coordinator is changed to Administrative Support. The two positions previously identified as Clerk/Receptionist would be re-classification from grade 16 to 15 with the title of Administrative Support. Motioned by Allen/Pisellini to approve the job descriptions as present moving from grade 16 to 15 eliminating the (2) clerk/receptionists. Motion carried by unanimous voice vote

Motioned by Grabarski/Pisellini to leave Store Manager as a Grade 13 increasing the wage effective Dec 1, 2016 to \$22.83 position. Maximum range projected for 2017 is 23.85. Motion carried by unanimous voice vote. Job description language to change status reading at 40 hours, not 37.5 and to remove scheduled work days.

Motioned by Pisellini/Allen to approve use of MIS carryover funds of \$4,975 for fleet maintenance program software and equipment going with RTA and approximately \$1,495 for printer not to exceed \$7,500.00. Motion carried by voice vote, 4 yes, 1 no. Voting no, Grabarski.

Wage proposals presented by Reed were discussed, no action taken.

Motioned by Allen to give red circled employees a onetime payment of \$624.00 the first week of January. Motion fails for lack of second.

## ADMINISTRATIVE & FINANCE MEETING MINUTES

Friday, October 14, 2016 9:00 a.m. Room A231

P 23

**RECESS:** Motioned by Parr/Grabarski to recess at 1:32 p.m. Motion carried by unanimous voice vote.

**RECONVENE:** Called back to order by Chairman West at 1:35 p.m. All present.

Motioned by Allen/Grabarski to give red circled employees a onetime payment of \$416.00 the first week of January. Motion failed by voice vote, 2 yes, 3 no. Voting no, Grabarski, Pisellini and Parr.

Adams County Salary Administration Policy Document was discussed, no action taken.

2017 budget discussion:

Motioned by Grabarski/Pisellini to reduce circuit court (probate) budget 100 03 51230 341 by \$5,000 plus increasing the clerk of court budget 100 02 51220 414 to \$92,000 taking difference from contingency fund for audio/video upgrades. Motion carried by unanimous voice vote.

Motioned by Allen/Pisellini to move \$10,000 of revenue and expense from 100 45; 2017 budget (P&Z) and move to (Land & Water) 100 44; 2017 budget. Motion carried by unanimous voice vote.

Motioned by Grabarski/Allen to remove reclassification of dispatch position from the table. Motion carried by unanimous voice vote.

Motioned by Pisellini/Allen to table reclassification of dispatch position until next meeting. Motion carried by unanimous voice vote. Further discussion took place.

Mentor program in the County Clerk's office was discussed. The committee had no objections to collaborating with Madison Area Tech and participating in the mentor program.

Grabarski took over as recording secretary for closed session.

Motioned by Grabarski/Allen to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on: (a) recommendations of GovHR for choosing candidates for interview for the position of County Manager/ Administrative Coordinator at 2:28 p.m. Motion carried by roll call vote, 5 voting yes.

The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters.

Motioned by Pisellini/Allen to adjourn meeting. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
Recording Secretary

These minutes have not been approved by the committee.

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## ADMINISTRATIVE & FINANCE MEETING MINUTES

P24

October 28, 2016 8:00 a.m. Room A231

The meeting was called to order by Chairman West at 8:00 a.m. The meeting was properly noticed. Roll Call: Allen, Grabarski, Parr, Pisellini and West present. Also present: Miller, Tolley, Sedlar, Wagner, Petkovsek, Quinnell, Colburn, Matt Morrow and Phillippi.

Motioned by Pisellini/Allen to approve the agenda. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

### *Item #7 Discuss and/or act on:*

- a) *RFP's for Petenwell Harbor and funding.* Motioned by Grabarski/Pisellini to accept Ayres proposal for 2017, in the amount of \$66,000. Motion carried by unanimous voice vote.
- b) *MSA Contract for Petenwell Park Development Project.* Update given by Tolley.
- c) *Resolution adopting 2017 Budget and County Levy.* Discussion took place. Motion made by Allen/Grabarski regarding Treatment Alternatives & Diversion Grant; \$101,000 exp, \$76,000 rev, use \$25,000 contingency. Motion was withdrawn. No action on levy resolution.
- d) *Resolution to increase maximum annual flex spending account amount according to IRS regulations.* Motioned by Pisellini/Parr to approve resolution for annual flex spending account amount according to IRS regulations and forward to County Board. Motion carried by unanimous voice vote.
- e) *Resolution approving committed fund balance for Special Revenue Account.* Will be discussed at December 9<sup>th</sup> Administrative and Finance meeting.
- f) *Rate of pay for Interim County Manager/Administrator Coordinator.* Discussion took place.
- g) *County Manager/Administrative Coordinator report.* Discussion took place.

Motioned by Grabarski/Pisellini to accept the Memorandum of Understanding for the Interim County Manager/Administrative Coordinator. Motion carried by unanimous voice vote.

Upcoming agenda items for November meeting:

*Funding for Petenwell Harbor;*

*Resolution adopting 2017 Budget and County Levy;*

*Drug court grant;*

*Insurance Karen Flynn.*

Upcoming agenda items for December meeting:

*Resolution approving committed fund balance for special revenue account;*

*Processing reclassifications/WIPFLI;*

Next meeting date: November 14, 2016 @ 8:30 a.m.; December 9, 2016 @ 9:00 a.m.

Motioned by Grabarski/Pisellini to adjourn meeting at 10:08 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

CP/ck

These minutes have not been approved by the committee.

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## MEETING MINUTES

### Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: August 24, 2016  
Place: CWCAC, Inc. Headquarters  
1000 Highway 13  
Wisconsin Dells, WI 53965

**Board Members:**

**Present:** Dave Repinski, Joy Casperson, Sandy Wormet, John Atkinson, Scott Beard, Bob McClyman, Donna Maly, Stacy Ewert, Muriel Harper, John Wenum, Charlie Krupa, Dave Singer, Renee Greenland, and John Earl

**Absent:** David Moore

**Unexcused Absence:** None

**Staff Present:** Craig Gaetzke and Lisa Williams

**Guests Present:** None

### Opening

1. John Earl called the meeting to order. Roll call was taken with 14 members present. After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world.

Motion was made by Muriel Harper to adopt the August 24, 2016 meeting agenda. Seconded by Renee Greenland. Passed unanimously. MOTION CARRIED.

Motion was made by Dave Repinski to adopt the following changes to the August 24, 2016 meeting minutes - #7 (page 7) which will now read, "Chris Utley's Weatherization Report reflected the contract ending...." and #7 (page 8) mid-paragraph which will now read, "Sauk County Rapid Re-Housing assisted 13 families year-to-date...". Seconded by John Wenum. Passed unanimously. MOTION CARRIED. Motion was made by Donna Maly to adopt the August 24, 2016 meeting minutes with approved changes. Seconded by Stacy Ewert. Passed unanimously. MOTION CARRIED.

2. President's Comments

John expressed wishes to Fred for a speedy recovery. He discussed our remarkable WIPFLI audit with the agency spending the least amount on management costs compared to other Community Action Agencies and all the great work being done by the board and all members

of the agency. We are responsible for a \$7 million dollar budget with Fred as the guiding force. He mentioned that the agency does a lot of very important things for a lot of people that need help. John encouraged board members to attend both the EPF&A and PBP committee meetings.

3. Executive Director's Report

No report

4. Budget & Finance Report

No report

5. Committee Reports

a. PBP Committee

John Earl asked board members to review the PBP Committee report of July 8, 2016. Charlie Krupa called the meeting to order. Roll call was taken with six members present. Prior to beginning the meeting agenda, the committee toured the Wisconsin Dells Food Pantry. Motion passed by unanimous vote approving the agenda and minutes of the May 13, 2016 PBP Committee meeting minutes. Ed Czerkas presented the Buildings Maintenance & Repairs Progress Report. The HOME grant for the Mauston project, "The John Wenum Family Apartments", was submitted on June 6<sup>th</sup> with recognition of receipt from the Division of Housing. The Village of Necedah is interested in donating property for another senior project. A final report for the 2015-2016 Weatherization contract, which ended on June 30<sup>th</sup>, will be presented at the next PBP Committee meeting. The committee will tour the Weatherization warehouse and review the vehicle inventory at the next meeting. The committee briefly discussed the Bank of Mauston donation of property in Mauston. Renee provided an up-to-date on Homeless Issues and expressed gratitude to CWCAC for providing her opportunities. Ed commented on the Emergency Furnace Repair & Replacement Program. The meeting was adjourned. The next meeting will be held on Friday, September 9, 2016.

Motion was made by Donna Maly to accept the PBP Committee Report of July 8, 2016. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of July 8, 2016. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the June 10, 2016 EPF&A Committee meeting. The President appointed Donna Maly to be the at-large member of the EPF&A Committee with a motion made by Dave Singer and seconded by Charlie Krupa which was unanimously approved. Kari Labansky presented the Financial Report including our Cost

Allocation Plan, Notes Payable year ending 12/31/15, and Cash Accounts ending 5/31/16 reflecting a cash balance of \$738,654.28. Motion to approve by Muriel Harper, seconded by Donna Maly, and passed by unanimous vote. Kenwood Properties, Inc. was discussed; their next meeting will be held on July 19<sup>th</sup>. Fred reported he will be attending the WISCAP Summer Retreat meeting in Wausau on August 3<sup>rd</sup> and 4<sup>th</sup>. CWCAC, Inc. will celebrate our 50<sup>th</sup> Anniversary at the August 24<sup>th</sup> Board Meeting with a potluck lunch to include staff and guests. The Bank of Mauston is considering donating two lots to CWCAC, Inc. located on Herriot Drive in Mauston. A Resolution of Property Transfer has been drafted which specifies gratitude and use of the lots which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. has been developing Affordable Rental Units over the past several years; and **WHEREAS:** The Bank of Mauston has expressed a desire to transfer by donation to Central Wisconsin Community Action Council, Inc. two (2) separate lots located in the City of Mauston, and **WHEREAS:** The lots are located on Herriot Drive, designated as Lots #11 and #13; and **WHEREAS:** Each lot is zoned as Commercial, G-2, which allows development of apartments with the minimum of 5 units and maximum of 16 units, and **WHEREAS:** Central Wisconsin Community Action Council, Inc. would gratefully appreciate the transfer of the properties from the Bank of Mauston, *Now there for let it be resolved:* That Central Wisconsin Community Action Council, Inc. consistent with its mission will construct on each lot decent and affordable apartments conforming to all local, state, and federal rules and regulations; and further **Resolve**, that based on recognized and expressed need each lot will contain at least 5 units but no more than 16 units." Dave Singer moved that the Resolution be endorsed with a second from Donna Maly, then was unanimously approved and the President signed the Resolution which will be immediately sent to the Bank of Mauston. By-Law 1.04 was reviewed. The following change was discussed and will be pursued at the next EPF&A meeting: "The financial status of the Corporation shall be reviewed monthly by the ~~Board of Directors~~ and/or the Executive, Personnel, Finance, & Audit (EPF&A) Committee." The meeting was adjourned. The next meeting will be held on Friday, August 12, 2016.

John Earl asked board members to review the EPF&A Committee report of August 12, 2016. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the July 8, 2016 EPF&A Committee meeting. Motion was made by Muriel Harper to go into Closed Session. Seconded by Dave Singer. Passed by unanimous roll call vote. The committee resumed in Open Session by unanimous show of hands. Kari Labansky presented the Financial Report including our Statement of Revenues and Expenditures. Motion was approved by unanimous vote approving the Finance Report as presented with thanks to Kari for her hard work. Motion approved by unanimous vote recommending full board approval of change to By-Law 1.04 to now read, "The financial status of the Corporation shall be reviewed monthly by the Executive, Personnel,

Finance, & Audit (EPF&A) Committee." Fred reported on the WISCAP Quarterly Meeting held on August 3<sup>rd</sup> and 4<sup>th</sup> in Wausau. A small ribbon-cutting will be held on October 14<sup>th</sup> in Mauston after the EPF&A Committee meeting to thank the Bank of Mauston for their generous donation of two city lots to our agency. The new Kenwood Properties, Inc. Board of Directors met on July 27<sup>th</sup>; elections were held and issues were discussed. The EPF&A Committee will eventually serve on the Kenwood Board. We are waiting to hear results from the State of Wisconsin, Division of Housing regarding The John Wenum Family Apartments grant request. Committee members reviewed the 50<sup>th</sup> Anniversary Celebration program agenda. The meeting was adjourned. The next meeting will be held on September 9, 2016.

Motion was made by Dave Repinski to accept the EPF&A Committee Reports of July 8, 2016 and August 12, 2016. Seconded by Sandy Wormet. Passed unanimously. MOTION CARRIED.

6. Program Reports
  - a. Weatherization
  - b. Homeless
  - c. Hunger Reduction

The Weatherization Program Report submitted by Chris Utley reflected that our 2014-2016 contract was completed on June 30<sup>th</sup> and our new contract has an increase of \$122,000. He is submitting a revised contract plan to the State for proposal of a pilot program to include stick built single family homes that heat with natural gas and electric water heaters. They plan to do limited weatherization while targeting the electric water heaters for conversion to natural gas. We scored 100% on every job inspected for the last round of Quality Insurance Inspections. We are rebidding our contract for emergency furnace work in Adams, Columbia, Juneau and Sauk counties. Staff will attend a Technical Fair training event in September. We started work on a contract with the Western Dairyland Weatherization Program with our staff electrician providing valuable electrical services; we may be offering these services to the Southwest Community Action Agency. Lisa Williams presented the Hunger Reduction Program Report reflecting 3,696 households served in May of 2016 and 3,987 in June of 2016; this includes the 16 TEFAP Outlets served with USDA commodities. We currently administer the Section 8 voucher program as an agent of WHEDA in the counties of Adams, Columbia, Jefferson, Marathon, Rusk, Taylor, and Washburn, as well as the City of Eau Claire. We have 622 voucher holders leased up and an additional 4 voucher holders that have ported in to our jurisdiction. The average per unit cost paid directly to the landlord and/or utility company is \$342. We also have 53 veterans vouchers leased up through our VASH voucher program. Craig Gaetzke reported on the Homeless Unit. We have currently served 119 households reflecting 309 individuals; total cost of services was \$145,047 and 236 rental assistance payments. Project Chance has assisted 23 households and 60 individuals year-to-date. The

New Beginnings Women's/Families Shelter assisted 3 clients in July for 51 shelter nights and Men's Shelter assisted 4 clients for 69 shelter nights. Sauk County Rapid Re-Housing assisted 8 families in July; \$22,575 has been spent on rent and security deposits year-to-date. The Sauk County Transitional Housing assisted 2 clients year-to-date with a total of \$5,710 spent on rent and security deposits. Craig is assisting with distribution of Crisis Assistance funding received from the National Exchange Bank; to date the program has assisted with rent, transportation, utility, and homeowners insurance spending a total of \$14,365.

Motion was made by John Wenum to accept the Weatherization Homeless, and Hunger Reduction reports of August 24, 2016. Seconded by Bob McClyman. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Motion was made by Muriel Harper to approve the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance & Audit Committee recommendation of appointing Donna Maly, Elected Official representing Dodge County, as 5<sup>th</sup> member of the EPF&A Committee for the 2016-2017 term. Seconded by Renee Greenland. Passed with 13 votes for and one abstain vote. MOTION CARRIED.

Motion was made by Donna Maly to approve the Property Transfer Resolution which reads, "WHEREAS: Central Wisconsin Community Action Council, Inc. has been developing Affordable Rental Units over the past several years; and WHEREAS: The Bank of Mauston has expressed a desire to transfer by donation to Central Wisconsin Community Action Council, Inc. two (2) separate lots located in the City of Mauston; and WHEREAS: The lots are located of Herriot Drive, designated as Lots #11 and #13; and WHEREAS: Each lot is zoned as Commercial, G-2, which allows development of apartments with the minimum of 5 units and maximum of 16 units; and WHEREAS: Central Wisconsin Community Action Council, Inc. would gratefully appreciate the transfer of the properties from the Bank of Mauston, *Now there for let it be resolved:* That Central Wisconsin Community Action Council, Inc. consistent with its Mission will construct on each lot Decent and Affordable Apartments conforming to all Local, State and Federal Rules and Regulations; and further *Resolve*, that based on recognized and expressed need each lot will contain at least 5 units but no more than 16 units. Seconded by Stacy Ewert. Passed unanimously. MOTION CARRIED.

Motion was made by John Wenum to approve the Proposed By-Law Amendment as recommended by the EPF&A Committee which

currently reads, "The financial status of the Corporation shall be reviewed monthly by the Board of Directors."; and will now read "The financial status of the Corporation shall be reviewed monthly by the Executive, Personnel, Finance and Audit (EPF&A) Committee." Passed unanimously. **MOTION CARRIED.**

John invited everyone to join us after the meeting for the 50<sup>th</sup> Anniversary Celebration of Central Wisconsin Community Action Council, Inc.

9. **Next Meeting**

Wednesday, October 26, 2016 @ 10:00 a.m.

10. **Adjourn**

John Earl declared the meeting adjourned.

*Signed by:*

  
\_\_\_\_\_  
Fred Hebert, Executive Director

*August 26, 2016*  
\_\_\_\_\_  
Date

## ADAMS COUNTY BOARD OF SUPERVISORS MINUTES

P31

Adams County Board Room October 25, 2016 9:00 a.m.

Meeting was called to order by Chairman West at 9:00 a.m. The meeting was properly announced. There was a moment of silence followed by the Pledge of Allegiance.

**Roll Call of Supervisors:** Dist. #01-Mark Hamburg; Dist. #02-Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Larry Borud; Dist. #05-Jerry Kotlowski; Dist.#06-Barb Morgan; Dist. #07-Fran Dehmlow; Dist. #09-Dan Wysocky; Dist. #10-Scott Colburn; Dist. #11-Peter Hickethier; Dist. #12-Fred Nickel; Dist. #14-Deborah Parr; Dist. #15-Jack Allen; Dist. #16-Robert Grabarski; Dist. #17-Gordon Carlson; Dist. #18-John West; Dist. #19-Dave Repinski; Dist. #20-Paul Pisellini. Excused: Dist. #08-Robin Skala and Dist. #13-Florence Johnson.

Motioned by Repinski/Pisellini to approve the agenda, moving closed session to the end of the agenda. Motion carried by unanimous voice vote.

Motioned by Grabarski/Wysocky to approve the September 20<sup>th</sup>, 2016 minutes. Motion carried by unanimous voice vote.

**Public participation:** None

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk and appoint six (6) Supervisors to approve claims: Nickel (replacing Johnson), Kotlowski, Morgan, Parr, Pisellini and Repinski.

**Claims:** None

**Correspondence:** Letter (resolution) from Town of Jackson. Letter from Adams County Historical Society.

**Appointments:** Motioned by Colburn/Hickethier to appoint Paul Kahr to Veteran's Service Commission, replacing Jim LaPointe, term ending 4-2019; and appoint Sarah Grosshuesch to replace Lorie Tomsyck on Long Term Support Advisory. Motion carried by unanimous voice vote.

**Unfinished Business:** None

**New Business:** None

**Present:** Johnson at 9:15 a.m., during the 2017 Budget Presentation.

**Reports and Presentations:**

2017 Budget Presentation was given by Petkovsek. Daric Smith, RIDC, handed out a written report. County Clerk report was handed out.

**Resolutions:**

Motioned by Repinski/Kotlowski to adopt Res. #44-16 through #73-16 To Sell County Advertised Property.

**Res. #44:** To Sell County Advertised Property #2-364

**Res. #45:** To Sell County Advertised Property #2-494

**Res. #46:** To Sell County Advertised Property #2-1695

**Res. #47:** To Sell County Advertised Property #4-1056

**Res. #48:** To Sell County Advertised Property #4-1214-15

**Res. #49:** To Sell County Advertised Property #4-1494

**Res. #50:** To Sell County Advertised Property #8-1230

- Res. #51:** To Sell County Advertised Property #10-380-10  
**Res. #52:** To Sell County Advertised Property #12-1291-500  
**Res. #53:** To Sell County Advertised Property #26-1175  
**Res. #54:** To Sell County Advertised Property #26-1764  
**Res. #55:** To Sell County Advertised Property #30-2224  
**Res. #56:** To Sell County Advertised Property #30-2225  
**Res. #57:** To Sell County Advertised Property #30-2635  
**Res. #58:** To Sell County Advertised Property #30-3457  
**Res. #59:** To Sell County Advertised Property #30-3559  
**Res. #60:** To Sell County Advertised Property #30-3672  
**Res. #61:** To Sell County Advertised Property #30-5683  
**Res. #62:** To Sell County Advertised Property #30-6463  
**Res. #63:** To Sell County Advertised Property #30-6812  
**Res. #64:** To Sell County Advertised Property #30-6910  
**Res. #65:** To Sell County Advertised Property #34-1892  
**Res. #66:** To Sell County Advertised Property #34-2908-607  
**Res. #67:** To Sell County Advertised Property #126-182-406  
**Res. #68:** To Sell County Advertised Property #126-182-407  
**Res. #69:** To Sell County Advertised Property #126-182-408  
**Res. #70:** To Sell County Advertised Property #126-182-409  
**Res. #71:** To Sell County Advertised Property #126-182-410  
**Res. #72:** To Sell County Advertised Property #126-182-414  
**Res. #73:** To Sell County Advertised Property #126-182-415

Motion to adopt Res. #44-16 through #73-16 carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

**Res. #74:** Motioned by Gilner/Kotlowski to adopt Res. #74-16 To Transfer County Owned Property #12-376. Motion to adopt Res. #74-16 carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

**Res. #75:** Motioned by Gilner/Babcock to adopt Res. #75-16 To appoint a County Surveyor for a one-year term. Motion to adopt Res. #75-16 carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

#### **Ordinances:**

**Ord. #20:** Motioned by Allen/Grabarski to enact Ord. #20-16 Adams County Public Health Ordinance. Motion to enact Ord. #20-16 carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

**Ord. #21:** Motioned by Gilner/Morgan to enact Ord. #21-16 to rezone a parcel of land located in the Pt. of Gov't Lot 3, Section 6, Township 14 North, Range 6 East, Lot 2 of CSM 521 at 3620 State Road 13, Town of Dell Prairie, Adams County, Wisconsin, from an A-3 Secondary Agricultural District to an R-1 Single Family Residential District. Motion to enact Ord. #21-16 carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

**Denials:** None

**Petitions:** None

Motioned by Hamburg/Hickethier to approve claims. Motion carried by unanimous voice vote.

Motioned by Hamburg/Johnson to approve Per Diem and Mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Allen to have the County Clerk correct any and or all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.



Next meeting date set for November 15<sup>th</sup>, 2016 at 9:00 a.m.

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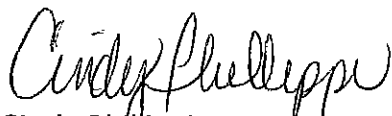
Morgan took over as Recording Secretary for closed session.

**Closed Session:** Motioned by Allen/Carlson to go into closed session at 10:15 a.m. Motion carried by roll call vote, 17 yes, 2 no, 1 excused. Voting no, Borud and Hickethier. Excused, Skala.

**Open Session:** Motioned by Hamburg/Nickel to convene in open session at 11:05 a.m. Motion carried by roll call vote, 19 yes, 1 excused. Excused, Skala.

Motioned by Grabarski/Repinski to adjourn the County Board meeting at 11:06 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi  
Adams County Clerk  
CP/ck

These minutes have not been approved by the County Board.

**Adams County Health & Human Services and  
Veterans Service Board Meeting Minutes  
Health & Human Services Building – October 10, 2016**

1. The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairman, Jack Allen at 4:04 p.m.
2. **Roll Call of Board Members:** Present: Jack Allen, Robert Grabarski, Teresa Harvey-Beversdorf, Scott Colburn, and Fran Dehmlow. Absent excused: Deb Johnson-Schuh, Lori Djumadi & Peter Hickethier

Health & Human Services Staff Present: Kelly Oleson, Cindi Flynn, Sarah Grosshuesch, Wendy Pierce, Kay Saarinen-Barr, Erin Schiferl, Diane Osborn, Sherrie Manning, Donna Richards and Ruth Horndasch.

Veterans Services Staff Present: Steve Dykes

3. **Was the meeting properly noticed?** Yes
4. **Approval of Agenda** – Motion was made to approve the October 10, 2016 Health & Human Services & Veterans Services Board Meeting agenda by Colburn/Harvey-Beversdorf. Motion carried by UVV.
5. **Approval of Minutes – August 8, 2016 Public Hearing, August 19, 2016 Public Hearing, August 29, 2016 & September 12, 2016 Health & Human Services & Veterans Services Meeting Minutes**– A motion was made to approve the August 8, 2016 Public Hearing, August 29, 2016 Public Hearing, August 29, 2016 & September 12, 2016 Health & Human Services & Veterans Services Meeting Minutes by Grabarski/Colburn. Motion carried by UVV.
6. **Public Comment** – None
7. **Correspondence** – Director Oleson received a letter from Rhonda Lechner from the Office for Resource Development regarding compliance with Section II of the 2016 Scope of Services at the Adams County Aging and Development Resource Center citing that we do not offer a welcoming and inviting office and that access to public restrooms is not accessible to patrons. A letter was sent on September 26, 2016 in response, asking for clarification and more time to respond. Oleson has spoken with Maintenance Director Hamman regarding possible solutions.
8. **Announcements** – None

### **Veterans Service**

1. **Veterans Service Officer's Report September 2016.** A written report was submitted to the Board prior to the meeting. Veterans Service Officer Dykes reviewed his report for the Board and highlighted that the Veterans Services office met with 129 clients and handled 551 phone calls. A trip was made to the Oxford Federal Prison on September 19, 2016 to meet with 10 veterans of which 7 requested their military records to apply for VA medical services once released. Additionally, on September 21, 2016 a trip was made to Madison to meet with legislators concerning the Wisconsin Veterans Home at King.
2. **Review and approval of September 2016 Veterans Service Vouchers and Financial Report.** A motion was made by Colburn/Harvey-Beversdorf to approve the Veterans Service vouchers and financial reports for September 2016. Motion carried by UVV.

Veteran Services Officer Dykes was excused at 4:16 p.m.

Director Oleson requested that items 11 & 12 be moved up on the agenda.

### **Health & Human Services**

#### **New Business:**

11. **Public Health: Discuss and/or approve update to Adams County Public Health Ordinance.** Nancy Eggleston, Environmental Health/Communicable Disease Supervisor from Wood County joined Public Health Officer Grosshuesch to explain the updated language in the ordinance and answered questions from the Board. Motion by Harvey-Beversdorf/Dehmlow to approve updated Adams County Public Health Ordinance. Motion carried by UVV.
12. **Public Health: Discuss and/or approve the business agreement with Wood County Department of Health for environmental health services.** Public Health Officer Grosshuesch reviewed the agreement and cost proposal to the Board. After a brief discussion, a motion was made by Grabarski/Colburn to approve the business agreement with Wood County Department of Health for environmental health services. Motion carried by UVV.
1. **Review August 2016 Health & Human Services Financial Report.** Fiscal Manager Pierce reviewed the financial report for the Board and answered questions concerning revenue and expenditure lines.
2. **Review & Approval August 2016 Health & Human Services Vouchers.** Director Oleson and Fiscal Manager Pierce answered Board member questions concerning the August 2016 vouchers. A motion was made to approve the August 2016 Health & Human Services Vouchers by Colburn/Harvey-Beversdorf. Motion carried by UVV.

3. **Director's Report & Manager Narratives.** A written report was submitted to the HHS Board prior to the meeting. Nothing further was added to the Director's report or narratives.

**Division Updates –**

**Public Health** – Supervisor Grabarski asked for more information regarding the AmeriCorps Farm to School program. The AmeriCorps Farm to School program will be added to the November meeting agenda.

4. **Administration: Update on the security system at Health & Human Services.** No new update.
5. **Administration: Update on electronic health record (ECHO) implementation.** Fiscal Manager Pierce reported that billing through June 2016 has been completed. To date, almost 1 million dollars have been processed. Progress with entering PPS continues but more dialog with the State is needed to have this process work correctly. The next project will be to get the scanners installed so that HHS can be compliant and paperless. Members of the HHS Board requested an update from the IS Manager regarding scanner installation at HHS.
6. **Administration: Discuss and/or act on updated job description for Support Services Administrative Support position.** Director Oleson explained that the Administrative Support job description has already been approved but changes were made to include all job functions for the 3 support positions. The Clinic Coordinator job description would be eliminated and all three receptionists would share job duties and have the same job description. Motion by Grabarski/Colburn to approve updated Administrative Support job description. Motion carried by UVV.
7. **Aging & Disability Resource Center: Discuss and/or act on updated job descriptions: Resource Specialist II, Elderly Benefit Specialist II & Disability Benefit Specialist II.** Director Oleson explained that the ADRC job descriptions were amended to include updated educational requirements. Supervisor Colburn observed that item #15 on all three job descriptions was duplicated. Motion by Grabarski/Colburn to approve the updated Resource Specialist II, Elderly Benefit Specialist II and Disability Benefit Specialist II with item #15 removed from all three job descriptions. Motion carried by UVV.
8. **Long Term Support: Family Care Update.** Director Oleson provided the HHS Board with a copy of the 2015 Resolution to Transition to Family Care for the Board to review and explained that a new resolution would not be required. The transition is planned to take place the 3<sup>rd</sup> quarter of 2017. Oleson reported that Rock County has make the transition and has had few issues and was satisfied with the transition.

9. **Long Term Support: Discuss and/or approve request for LTE for the vacant Personal Care Nurse Position.** Director Oleson explained that due to Family Care and current Behavioral Health needs the request for the LTE Personal Care Nurse position has been requested. A Personal Care Nurse LTE would fill the needs until the Family Care transition is made. The position will have a 4-day work week. Motion by Colburn/Harvey-Beversdorf to approve the request for a LTE for the vacant Personal Care Nurse Position. Motion carried by UVV.
10. **Behavioral Health: Discuss psychiatry and nursing needs.** Director Oleson stated that the needs for psychiatry and nursing for Adams County is high. Over 300 people are seen for psychiatry at Health & Human Services and there is a 3-month wait for new appointments and aftercare appointments are 8-weeks out. Dr. Valdez expressed his concerns to Oleson that he does not feel that reasonable care is provided to these clients and suggested that appointment wait times could be reduced if more psychiatry hours are added to the schedule. Director Oleson would like to explore options to work with an external consultant to address the current needs for our behavioral health needs and entertain recommendations for the future. The Board requested that this topic be placed on the November HHS Board agenda.
13. **Public Health: Review and approve updated Adams County Seal-A-Smile policy.** Public Health Officer Grosshuesch reviewed the two updates that were made to the Seal-A-Smile policy. Grosshuesch stated that in the future, moving the program to LaClinica would be preferred. Motion by Harvey-Beversdorf/Colburn to approve the updated Adams County Seal-A-Smile policy. Motion carried by UVV.
14. **Next Regular Meeting Date** – Monday, November 14, 2016 @ 4:00 p.m. .
15. **Adjournment:** Motion to adjourn at 5:24p.m. by Colburn/Dehmlow. Motion carried by UVV.

*These minutes have not been approved by the committee.  
Minutes respectfully submitted by Ruth Horndasch.*

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Jack Allen – Chair

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Ruth Horndasch – Recording Secretary

## Health Insurance Advisory Committee Minutes September 20, 2016

Present: Cindy Phillippi/County Clerk, Lauren Heitman/HHSD, Wendy Newsom/CSA, Marylu Silka/Library, Brenda Quinnell/SW, Lori Banovec/COC, Ed Reed/Interim Manager, Cheryl Thompson/Sheriff, Marcia Kaye/Personnel, Karen Bays/Highway, Mary Laird/AFG, Bill Heinz/AFG, Mark Hamburg/County Board.

Meeting was called to order by Mark at 8:30 am. Meeting was properly announced.

**Motion by Cindy, seconded by Wendy to approve the agenda. M/C/V/V**

**Motion by Wendy, seconded by Lauren to approve the August 23, 2016 minutes. M/C/V/V**

**HRA Funding Analysis** – (Attachment # 1) Reviewed showing that our HRA funding up to Aug 16<sup>th</sup> is at 99.69%. Also reviewed (Attachment # 2) Health & RX Claim Payment Ratio sheet. This report shows the costs on the most current 24 months.

**Prescription Drug Issue** – AFG presented a sheet showing WEA drug plan informational websites. AFG will be sending by electronic format to Marcia to send out to all employees.

**Admin/Finance Committee Decisions (Insurance/HRA)** – Committee agreed to continue with WEA Trust for 2017 with a 0% increase in premiums. They also rejected the Health Insurance committee proposal to increase the HRA funding. They did agree to leave as 2016 levels.

**HRA Design:** No Discussion

**Regional Urgent Care Centers:** (Attachment # 4)

**State Health Plan:** AFG presented 2017 rates. No discussion

**Request for Information (RFI):** (Attachment # 5 & 6) Attachment # 5 shows Adams County claims & what providers are used. Attachment # 6 shows the tentative planning timeline. Need to decide what our goals are & what are we looking for in an insurance carrier. Lauren volunteered to create a survey to send to all employees.

**Communication Samples:** AFG presented different samples of flyers. Focus on Benefits & New Hire Benefits Overview (powerpoint presentation) Subcommittee of Marcia Kaye, Wendy Newsom, & Karen Bays to work with AFG to create these flyers focused on Adams County. Goal to give all employees at Veterans In-Service Day. AFG also will be giving all employees copies of WEA Trust Essential Health Plan & World Class Wellness. Health Insurance will recommend that AFG do a presentation at the Veterans Day In-Service that focuses on WEA Trust insurance, how to access computer site, Prescription sites, how to fill out HRA forms, the flyers, & the new wellness program – Vitality.

**Public Health on Nurse Navigator Services** – None

**ACA Updates** – None

**Wellness Committee Report** – Attachment # 7

Next meeting is scheduled for October 27, 2016 at 8:30 am in Room A260.

Tentative Agenda: Approve minutes, HRA Funding Report, Nurse Navigator Services, ACA Updates, Request for Information (RFI), Survey Results, Communication Samples, Wellness committee report.

**Motion by Wendy, seconded by Marcia to adjourn until Oct. 27, 2016. M/C/V/V 9:30 am**

Submitted by,

Karen Bays, Secretary 

These minutes HAVE BEEN APPROVED by the Health Insurance Advisory Committee on 10-27-16

# ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

THURSDAY, OCTOBER 13, 2016 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI

**MEMBERS PRESENT:** Larry Babcock ~ Chairperson  
Dan Wysocky ~ Vice-Chairperson  
Mark Hamburg  
Gordy Carlson

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner, Bob Buerger,  
Dave Selissen and Laura Humphrey

**MEMBER ABSENT:** Larry Borud ~ Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, October 13, 2016.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL:** BABCOCK, WYSOCKY, HAMBURG AND CARLSON. MEMBER ABSENT: BORUD ~ EXCUSED.

**APPROVAL OF AGENDA:** *Motion by Wysocky to approve the Agenda as presented, second by Carlson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** NONE

**APPROVAL OF MINUTES OF LAST MEETING (SEPTEMBER 8, 2016):** *Motion by Hamburg to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for September 8, 2016 Regular Monthly Meeting, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ATV SUB-COMMITTEE REPORT / UPDATE ONLY ~ NO ACTION WILL BE TAKEN:** Supervisor Hamburg reported that the ATV Sub-Committee has been meeting on Wednesdays, working on revising the current ATV ordinance and policy, a draft revised ordinance should be available in the near future.

**REVIEW & ACT ON TIMBERS-SELISSEN-RUDOLPH LAND SPECIALIST PROPOSAL TEMPORARY LIMITED EASEMENTS FOR COUNTY ROAD Z PROJECTS:** Temporary Limited Easements on the County Road Z (18<sup>th</sup> Lane to Wood County Line) have expired and have to be reestablished before construction can begin. *Motion by Wysocky to approve the Timbers-Selissen-Rudolph Land Specialists Proposal for acquiring the Temporary Limited Easements for County Road Z, between 18<sup>th</sup> Lane and Wood County Line for an amount of \$45,000.00, Sales Study \$5,000.00 and Certified Appraisal Services \$1,750.00 per parcel, estimated that 5 appraisals may be required, second by Hamburg. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
OCTOBER 13, 2016 ~ 9:00 A.M.**

**THE HIGHWAY COMMITTEE WILL CONVENE INTO CLOSED SESSION PURSUANT TO SEC. 19.85 (1) (E) WIS. STATS. FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS OR CONDUCTING OF OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION: DISCUSS AND / OR ACT ON COUNTY ROAD P (CTH G TO MARQUETTE CTY LINE) ADMINISTRATIVE REVISIONS AND EMINENT DOMAIN IF REQUIRED: *Motion by Hamburg to go into Closed Session pursuant to Sec. 19.85 (1) (e) Wis. Statutes, second by Carlson. ROLL CALL VOTE: BABCOCK ~ YES, HAMBURG ~ YES, WYSOCKY ~ YES, CARLSON ~ YES AND BORUD ~ ABSENT. MOTION CARRIED. 9:30 A.M.***

**THE HIGHWAY COMMITTEE WILL RECONVENE IN OPEN SESSION PURSUANT TO WISCONSIN STATUTES 19.85 (2) TO VOTE ON APPROPRIATE MATTERS: *Motion by Hamburg to reconvene in Open Session pursuant to Wis. Statutes 19.85 (2) to vote on appropriate matters, second by Carlson. ROLL CALL VOTE: BABCOCK ~ YES, HAMBURG ~ YES, WYSOCKY ~ YES, CARLSON ~ YES AND BORUD ~ ABSENT. MOTION CARRIED. 10:30 A.M. Motion by Hamburg to approve all actions in Closed Session reference the County Road P (CTH G to Marquette County Line) Construction Project, second by Wysocky. ROLL CALL VOTE: BABCOCK ~ YES, HAMBURG ~ YES, WYSOCKY ~ YES, CARLSON ~ YES AND BORUD ~ ABSENT. MOTION CARRIED.***

**REVIEW & ACT ON COUNTY ROAD P (CTH B TO CTH G) ADMINISTRATIVE REVISIONS, OFFERING PRICE REPORTS AND APPRAISALS:** Highway Committee reviewed the Offering Price Reports and Appraisals for Parcels: 12, 13, 17 & 27, as prepared by Timbers-Selissen-Rudolph Land Specialists. *Motion by Wysocky, second by Hamburg to approve the Offering Price Reports and Appraisals for the County Road P (CTH B to CTH G) Construction Project as presented:*

<i>Parcel #12</i>	<i>\$ 7,300.00</i>
<i>Parcel #13</i>	<i>\$23,500.00</i>
<i>Parcel #17</i>	<i>\$ 4,400.00</i>
<i>Parcel #27</i>	<i>\$ 5,400.00</i>

**MEMO OF UNDERSTANDING ~ ADAMS COUNTY SURVEYORS OFFICE:** Highway Commissioner reviewed a memo of understanding with the Highway Committee that was signed by the Commissioner. (Memo of Understanding attached to Minutes)

**COUNTY ROAD A (STH 13 – CTH B) OVERLAY PROJECT:** Highway Commissioner explained that the County Road A (STH 13 – CTH B) Overlay Project did go over the estimated bid, due to quantity totals and change order. Bid price was \$561,243.00, Change Order for additional paving \$11,125.40, final price by actual quantities and change order \$624,350.84, so project went over by \$51,982.44 based on quantities that were originally submitted for project.



**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
OCTOBER 13, 2016 ~ 9:00 A.M.**

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Painting in Waupaca County
- Fog Seal Coat Adams County
- Wash Bay progress
- Painting in Adams County
- Mowing County Right-of-Ways
- Drainage agreement Town of Colburn

**FINANCIAL REPORT:** *Motion by Hamburg to approve the September 2016 Financial Report as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. *Motion by Hamburg to approve the Monthly Check Summary report as presented, second by Wysocky. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** NONE

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Hamburg, second by Wysocky, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, November 10, 2016 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:20 A.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

Adams County Library Board Minutes  
September 26, 2016

The meeting was called to order at 1:00 p.m. by Mary Nelson, Board President, in the library meeting room. Members present were Nelson, Townsend, Peterson, Grosshuesch, Theim, Foley, Edwards and Skala.

The meeting was properly announced at library and on County website.

Motion to amend the order of agenda items to attend to action items prior to communications and reports by Nelson/Townsend. Motion carried.

Public citizen input is invited; however, none were present.

Edward/Theim made motion to approve minutes. Motion carried.

Bills were distributed for review and initials.

Motion to approve financial reports by Townsend/Skala. Motion carried.

**Action Items**

A motion was made by Edwards/Townsend to approve the proposed library budget for 2017. Motion carried.

Discussed offering WiFi Hotspots for patron checkout. Foley is getting quotes.

Foley presented a complaint form and policy for patron use, if needed. Motion by Edwards/Theim to adopt the policy and form and have them added to the Mission Statement & Policies Handbook. Motion carried.

Foley reported on progress of fiscal compliance updates. After discussions with SCLS, several recommendations for have been given related to finances, including appointing a treasurer to monitor donation accounts. Nelson further suggested to board members to read Handbook chapters 8, 9 and 24 for review.

Suggestions were discussed for future revisions to the Library Policy and Procedures Handbook. A final revision motion will be considered at the October board meeting.

Patron Appreciation Day is scheduled for Saturday, October 15 from 11:00a.m.1:00p.m. Board trustees and staff are asked to supply chili for the "dump." A scavenger hunt and raffle will also be held.

Friends of the Library will reimburse the cost for new shelving for the library. The group has also agreed to purchase a laminator and a WiFi-enabled, color inkjet printer for the

microfilm reader. The motion to approve purchases for reimbursement made by Theim/Skala. Motion carried.

Discussion on purchasing a license for an additional phone to be placed in the Children's Room was tabled.

### **Communication and Reports**

Communication: A receipt was received from the food pantry for the delivery of donations collected in the library.

#### SCLS Report:

##### *8/25/16 Meeting:*

- Maker Kit presentation

##### Discussion of:

- 2017 budget proposal
- 2017 Organization Chart
- Salary grid
- Director review

##### *9/22/16 Meeting:*

- Closed Session for Director's Annual Review
- Cornerstone event will be held in November

##### Approval of:

- 2017 Budget
- 2017 System Plan
- Salary adjustment and COLA for SCLS employees
- Transfer of funds to new Money Market Fund to provide FDIC insurance

#### Director's Report:

- Circulation report was presented
- A donation of 40 perennials for the Butterfly Garden was given by Ace Hardware and a new wooden spinner rack given by the schools.]
- A WiFi hotspot acquired through a grant has arrived and is being tested. Beginning in January, after the grant expires, a hotspot with unlimited data allowances can be obtained for \$40/month.
- Much effort is being taken to clean DVDs and CDs. A new form has also been designed for patrons to report any issues with these items.
- Erin worked with staff at Moundview Hospital to verify identity and obtain library cards for foreign residents during their time here.
- Friends of the Library is looking for new ideas for future events/presentations/etc. to take place at the Chocolate Affair.
- Replacement mats are needed for the workroom and will be obtained by maintenance staff.
- Erin has forms for board members to request mileage/per diem reimbursement.

- The sheriff was invited to and will be present at the October 6 staff meeting to answer questions of how to deal with difficulties with patrons.
- Working on a How-to Guide Sheet for patrons to use. It will include information on registering, circulation, fines, copyright, etc.

**Possible agenda items for future meetings**

- Consideration for appointing treasurer for donation accounts
- Final review of library policies
- Shelving update
- 2017 budget update
- Phone update
- Patron Appreciation Day review

Next meeting will be October 24 at 1:00 p.m.

Motion to adjourn was made by Theim/Townsend at 2:35 pm. Motion carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Danna Peterson". The signature is written in a cursive, flowing style.

Danna Peterson

Adams County Library Board Minutes  
October 24, 2016

The meeting was called to order at 1:00 p.m. by Mary Nelson, Board President, in the library meeting room. Members present were Nelson, Edwards, Peterson, Grosshuesch, and Foley.

The meeting was properly announced at library and on Adams County website.

Motion to amend the order of agenda items to move Dawn McGhee discussion prior to director's report by Edwards/Grosshuesch. Motion carried.

Public citizen input is invited and the board recognized Dawn McGhee and MaryLu Silka in attendance.

Nelson/Edwards made motion to approve minutes with the following change: "Friends of the Library agreed to purchase a laminator and network phone for the Storytime Room. Friends have discussed the possible purchase of a WiFi-enabled color inkjet printer for the microfilm reader." Motion carried.

Bills were distributed for review and initials.

Motion to approve financial reports by Edwards/Grosshuesch. Motion carried.

### **Communications and Reports**

An appreciation note was received from Carol Bezin and shared with the board.

Nelson reported that no SCLS meeting has been held since the previous library board meeting.

### **Action Items**

Dawn McGhee, County I.T. Director, spoke about county network access, printers, wireless service, login credentials, budget items, and costs for equipment. She answered questions to help board understand the process for purchasing, requests, and product needs.

### **Director's Report**

- Circulation report shows that book checkouts are down approximately 12%; however, computer use is at its highest percentage.
- The library budget is on track.
- The WiFi hotspots are popular and seem to be working well. The staff hotspot expires in December 2016 and the patron one in February 2017.
- The library wireless has been erratic outside the main library room.
- The carpet in the library was cleaned on October 20. The floor waxing will need to be rescheduled as the cleaners ran out of time.
- Sheriff Wollin spoke at the Oct. 6 staff meeting and answered questions concerning staff and patron safety and shelter.

- SCLS is considering training library staff to recognize and control pest infestation.
- New PCs, which the Friends have purchased, have been ordered and will be used by staff.
- A new library website is being created using Drupal software.
- Foley will attend the WLA Conference in Milwaukee October 25-28.
- The library will be closed November 11 for Veteran's Day and November 24-26 for Thanksgiving.

### **Action Items**

There are no updates to report on the 2017 budget as it will be discussed at the November county board meeting.

The Patron Appreciation Day received positive feedback and was well attended. Appreciation is extended to staff and trustees who assisted and provided chili for the event.

Revisions were discussed to the Library Policies packet. Foley will update and the board will review at the next meeting.

An annual renewal of the Audio Books Circuit contract was presented. Audio Books are circulated four times each year at a cost of \$550. Motion to approve the agreement was made by Edwards/Grosshuesch. Motion carried.

Library shelving will be installed/removed when the contractor is available. A motion to authorize Foley to close the library with proper notice to the county for 3-5 days as needed to accomplish the shelving change made by Nelson/Grosshuesch. Motion carried.

No further updates at this time regarding updates to meet fiscal compliance guidelines.

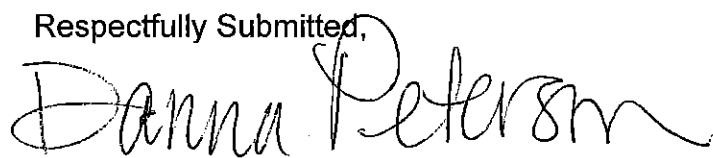
### **Possible agenda items for future meetings**

- Amend bylaws to include a Library Board Treasurer position
- Appoint a nominating committee to fill opening positions
  - Trustee position currently held by Peterson
  - Trustee position currently held by Edwards
  - SCLS appointee currently held by Nelson
  - Treasurer position
  - Audit committee
- Final review of Library Policies packet
- Shelving update
- Fiscal compliance update
- Determine if a December meeting will be held
- 2017 budget update

Next meeting will be November 28 at 1:00 p.m.

Motion to adjourn by Edwards/Grosshuesch at 2:26 pm. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Danna Peterson". The signature is written in black ink and is positioned below the typed name.

Danna Peterson

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: November 2, 2016

Chairman Rocky Gilner called the Adams County Planning & Zoning Committee Meeting to order in Room A260 at the Courthouse in Friendship Wisconsin at 1:00 P.M. with the following members present: Barb Morgan, Randy Theisen, Larry Borud, Larry Babcock and Al Sebastiani. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Pledge of Allegiance. Roll Call. Barb Morgan made a motion to approve the agenda. Randy Theisen seconded the motion. All in favor. Motion carried.

Chairman Gilner noted that there were no public hearings and that public participation will be taken as appropriate on agenda items.

Larry Borud made a motion to accept the minutes from the October 5, 2016 meeting as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

County Surveyor Greg Rhinehart presented his monthly report to the Committee.

Farmland Preservation Plan: Phil McLaughlin stated that another joint meeting with a representative from DATCP would be scheduled in the evening so that there could possibly be more people in attendance. The goal is to gain as much knowledge on the subject before the Public Hearing scheduled for November 28<sup>th</sup>.

Phil McLaughlin presented a POWTS Policy regarding Septic Tank Maintenance Notice, Citation process and Forfeiture Schedule which was drawn up by Corporation Counsel with input from Planning & Zoning. Discussion was held. Randy Theisen made a motion to accept the new POWTS Policy regarding Septic Tank Maintenance Notice, Citation process and Forfeiture Schedule. Al Sebastiani seconded the motion. Roll Call  
Vote: 6 – Yes. Motion carried.

Register of Deeds Jodi Helgeson explained that she is working on group activities for further development of her staff after the Veterans Day Presentation. Ms. Helgeson also stated that she is working on the space needs study requested by the Sheriff's Department.

Land Information: There is a Land Information meeting scheduled for November 3, 2016.

Fred Nickel joined the meeting at 1:21 P.M.

Planning & Zoning Updates: Phil McLaughlin displayed a plaque from FEMA for successfully participating in the National Flood Insurance Program Community Rating System, thereby reducing Flood Insurance rates for residents in Adams County. Discussion was held regarding the enforcement of Conditional Use Permit conditions. Phil McLaughlin stated that he will have a revised Shoreland Zoning Ordinance to send to the DNR for review next week. Once approved by them, he will bring it to the Committee for review.

The Financial Report for the month of September was presented to the Committee for review.

Correspondence: None. Patricia Yunck made the suggestion that an assessment for sanitary maintenance should be split into thirds and placed on everyone's tax bill. The pumping of everyone's system would be put out on bids. Ms. Yunck stated that all the septic systems would then be automatically pumped which would save money on postage, staff time and Citations. Discussion was held.

The next Committee meeting is scheduled for December 7, 2016 at 1:00 P.M.



Adams County Planning & Zoning  
Committee Meeting Minutes  
November 2, 2010  
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Larry Borud made a motion to adjourn. Randy Theisen seconded the motion. All in favor. Motion carried.

Adjourned: 1:44 P.M.

\_\_\_\_\_  
Rocky Gilner, Chair

\_\_\_\_\_  
Fred Nickel


\_\_\_\_\_  
Barb Morgan, Vice-Chair

\_\_\_\_\_  
Larry Babcock

\_\_\_\_\_  
Randy Theisen

\_\_\_\_\_  
Larry Borud

\_\_\_\_\_  
Al Sebastiani

  
\_\_\_\_\_  
Cathy Allen, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

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**Property Committee Minutes**

Tuesday, October 11, 2016 9:00 a.m., Room A160

Meeting was called to order at 9:00 a.m. by Chairman Repinski. The meeting was properly announced.

Roll Call: Dehmlo, Gilner, Hamburg, Kotlowski and Repinski. Also present: Phillippi, Hamman, Kaye, Sorenson, Zander, Pisellini, Westover and Nickel.

Motioned by Hamburg/Gilner to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Hamburg/Kotlowski to approve the September 13, 2016 minutes. Motion carried by unanimous voice vote.

Public participation: Taken as needed.

*Item #7 Discuss and/or act on use of tourism display for WPRA Foundation conference in November.* Motioned by Hamburg/Kotlowski to send recommendation to Administrative & Finance Committee to allow use of tourism display for WPRA Foundation Conference; also commend Nickel working with the association. Motion carried by unanimous voice vote.

*Item #8 Open and act on bids for tax foreclosure property/resolutions/policies.* Opened by Gilner and read by Hamburg as follows:

#22	Warren Starner	\$2,100	\$210 (10%)
#14	Login Nelson	\$13,000	\$1,300 (10%)
#21	Gary Glover	\$200.50	\$200.50 (10%) (waiting for call on bidders intent)
#40	Kristy Roudelka	\$1,680	\$168 (10%)
#14	Darin Mehring	\$11,500	\$1,150 (10%)

The bids for tax foreclosure were awarded as follows:

Motioned by Hamburg/Kotlowski to accept Login Nelson bid for \$13,000. Motion carried by unanimous voice vote.

Motioned by Hamburg/Kotlowski to accept Warren Starner bid for \$2,100. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Hamburg to accept Kristy Roudelka bid for \$1,680. Motion carried by unanimous voice vote.

Motioned by Hamburg/Kotlowski to approve and forward resolutions from last month bid approval to County Board. Motion carried by unanimous voice vote.

*Item #9 Discuss and/or act on tax deed parcel #12-376/resolution.* Motioned by Hamburg/Kotlowski to approve bid of \$50 and recording fee of \$30 to adjoining land owner Gordon Fabian and approve resolution to forward to County Board. Motion carried by unanimous voice vote.

Motioned by Gilner/Hamburg to award bid with clarification from bidder that the bid for #21 is \$2,005 and the check was for the 10% down of \$200.50. Motion carried by unanimous voice vote.

*Item # 10 Update on tax deed parcel #30-1613.* Sent letter to Town of Rome with proposal waiting to see if they accept our offer, but have not heard back yet.

*Item #11 Discuss and or act on Safety Committee recommendation for changing contracted safety vendor.* Motioned by Hamburg/Kotlowski to terminate MEUW agreement as recommended by Safety Committee, effective December 31, 2016. Motion carried by unanimous voice vote.

*Item # 12 Update on Veterans Memorial in Adams County (Scott Sorenson).* Sorenson has the authority to change the landscape, concrete, etc. working with Hamman. Sorenson gave a brief verbal update.

*Item #13 Update on maintenance items.* Discussion took place regarding Old Farmers building at fairground, cost share agreement/storm water run-off project, fresh air intake, etc.

Next meeting date is Tuesday, November 8, at 9:00 a.m. in A160.

Items for next agenda: Heating/cooling at fairgrounds; Update on tax deed parcel #30-1613; Update on Veterans Memorial in Adams County (Scott Sorenson).

Motioned by Kotlowski/Hamburg to adjourn at 10:21 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi  
Recording Secretary  
CP/bw

These minutes have not been approved by the committee.

**Public Safety & Judiciary Committee**  
**Wednesday, October 12, 2016**  
**9:00 a.m. – Conference Room A260**

**MINUTES**

Chairman Grabarski called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Scott Colburn, Robert Grabarski, Jack Allen, Rocky Gilner, and Deb Parr filling in for Pete Hickethier

Others present: Carol Collins, Tania Bonnett, Kris Steffens, Kathie Dye, Jane Gervais, Marilyn Rogers, Terry Fahrenkrug, and Ed Reed

**Motion by Colburn to approve the agenda, seconded by Gilner. Motion carried by unanimous vote.**

**Motion by Gilner to approve the September 14, 2016 minutes, seconded by Colburn. Motion carried by unanimous vote.**

There was no public participation. There was no correspondence.

**District Attorney – Tania Bonnett – Present**

Committee was provided with a financial report for September and there was nothing unusual to report. Bonnett stated the office has been busier than it was over the summer. Bonnett discussed the 5-year grant that was awarded to help fund the drug treatment court. Bonnett stated they expect the treatment court to start operating in July 2017. A large amount of the grant will be used to fund the treatment court coordinator position. Committee was informed that ADA Thibodeau's last day in the office was 10/11/16, but his retirement from the ADA position will be at the end of the year. The ADA position is a 20% position working one day a week and Bonnett will try to fill the vacancy by January 2017.

**Eyes of Hope Shelter—Kris Steffens — Present**

Steffens discussed the history of Eyes of Hope Shelter for those supervisors that are new to the committee. Committee was updated on the recent fundraising activities. Steffens expressed her concern that residents are not aware that Eyes of Hope Shelter exists and has contracted with Adams County for the past five years to provide animal care services for stray or abandoned dogs. Steffens asked the committee if there was anything that could be done to inform the community such as advertising. Committee stated that Adams County couldn't put any advertisements in the newspaper, but did support her efforts and would spread the word to residents whenever they could. Steffens stated she would present a financial report next month.

**Family Court Commissioner – Dennis McFarlin – Not Present**

Family Court Commissioner was not scheduled to attend the meeting. Committee was provided with a written report for September.

**Child Support – Janet Leja – Not Present**

Child Support was not scheduled to attend the meeting. Committee was provided with a written and financial report for September along with the WCSEA 40<sup>th</sup> Annual Fall Conference agenda.

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written report for September and the audio/video proposals from SKC Communications for the two courtrooms. Dye also provided the committee with a sheet she created summarizing the proposal options by the 1-yr & 3-yr maintenance plan. Discussion was held regarding the proposals and what options were more feasible. Dye did express the judge's reservations with installing the video conferencing in Courtroom B with the current space needs study and the potential for a new location. The audio upgrade/replacement is necessary for Courtroom B at this time. The information will be forwarded to Admin & Finance to discuss at their next meeting.

Register in Probate – Chris Langer – Not Present

Register in Probate was not scheduled to attend the meeting. Committee was provided with a written and financial report for September.

Emergency Management – Jane Gervais – Present

Gervais provided the committee with a written and financial report for September to review. Gervais updated the committee on the recent flooding issues. There were five townships that had damage to infrastructures. Gervais is working with FEMA to receive funds to help cover the costs for those repairs. Paperwork was submitted to the State and Gervais stated she should hear something in the next two weeks or so.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written and financial report for September. Rogers discussed the report. September was a very average month and there was nothing unusual to report. The office is running smoothly.

Sheriff's Office – Chief Deputy Fahrenkrug – Present

Committee was provided with the animal control report and financial report for September. Committee was updated on the night shoot training at FCI. Deputy Lindsey participated in the ALERT challenge sponsored by the county's insurance company and received first place. Fahrenkrug explained the Sheriff's Office will receive a \$10,000 award for Lindsey placing first in the challenge. Committee was updated on the internal efforts in place for increased jail security and Fahrenkrug provided the committee with a copy of the memo given to staff. Fahrenkrug stated the Sheriff's Office did not have any issues with the recent flooding and it has been business as usual. Committee was informed that the space needs study will be going before Admin & Finance on 10/14/16 in order to receive approval to expand the study.

**Motion by Allen to approve vouchers and monthly expense reports as presented, seconded by Parr. Motion carried by unanimous vote.**

Identify upcoming agenda items: None at this time.

Set next monthly meeting date as November 9, 2016 at 9:00 a.m.

**Motion by Gilner to adjourn, seconded by Colburn. Motion carried by unanimous vote. Meeting adjourned at 10:09 a.m.**

*These minutes have not been approved by Public Safety & Judiciary Committee.*

Respectfully Submitted,

Carol Collins  
Recording Secretary

**SAFETY COMMITTEE MEETING**  
*Minutes*  
**October 6, 2016/3:30 pm /Room A160**

1. The Meeting was called to order by Chair Pisellini at 3:30 pm.
2. The meeting was properly announced.
3. Present: Supervisor Paul Pisellini; Committee members Brenda Quinnell and Pat Kotlowski; Mark Rumpel, MEUW Safety Coordinator; Sarah Grosshuesch, Health & Human Services at 3:47. Marcia Kaye and Tracy Hamman were excused.
4. Kotlowski made a motion to approve the Agenda, seconded by Quinnell. Motion carried by voice vote.
5. Motion by Kotlowski and second by Quinnell, to approve the Minutes from the September 14, 2016 meeting. Motion carried by voice vote.
6. There were no communications, correspondence or other business.
7. Update on Hepatitis B Information: Rumpel reported that he shared the OSHA requirements with Grosshuesch, which state that it should be at no cost to the employee, but does not specifically address the employee's health insurance. It further states that employees placed in high-risk exposure positions must be offered the series after they have been trained and within 10 days of starting the job. Grosshuesch noted that the vast majority of health insurance plans cover Hepatitis B vaccines without deductibles as it is considered wellness care. She reported that Moundview Memorial Hospital currently administers the Hepatitis B program for a local large employer, although she has not heard back from them yet what the price would be for Adams County employees. She will email that information once she receives it from them. Grosshuesch also noted titres are not required and does not need to be done at the employer's expense. It was noted that this requirement needs to be handled right away when employees are hired through the Personnel Department.
8. Rumpel provided an update on recent projects and meetings, including the work as listed below. annual review of the General Safety Policy and Safe Work Practices, Ergonomics Program, Welding Program and BBP Exposure Control Plan (pending Hepatitis B vaccine location); continue forklift certification at Solid Waste; MSDSOnline work at the Parks and Courthouse; and continued work with Land & Water for dam fencing and confined space entry equipment.
9. Discussion and action on continued topics:
  - a. MSDS Online – update on SDS upload status: Rumpel reported that Hamman has completed uploading information for the Courthouse materials and continues to work on the other locations he is responsible for. The Parks are working on theirs. Multi-gas Meter (Hwy, SW, & Maintenance): nothing new.
  - b. Dam Update - Rumpel reported that Wally Sedlar from Land & Water continues to work on purchasing the necessary fencing and confined space entry equipment for the various dams.
  - c. AED at Practical Cents - Rumpel reported that the AED and case was purchased and received to be installed.
  - d. General Safety Policy and Safe Work Practices – Rumpel had presented for annual review.
  - e. Ergonomics Program – Rumpel had presented for annual review.
  - f. Welding Program – Rumpel had presented for annual review.

- g. BBP Exposure Control Plan – Rumpel reported that this will be completed as soon as the location of the Hepatitis B vaccine series is decided.

10. Review of September's worker's compensation claims: The reports were reviewed.

11. Discuss recommendation to Property Committee on MEUW Contract for 2017. Discussion was held regarding the contract with MEUW. The two year contract will end December 31, 2016 but will automatically renew for an additional year if they are not notified otherwise within 60 days of the contract end date. A discussion was held regarding the major changes at MEUW. Motion by Kotlowski, second by Quinnell, to send the following recommendation to the Policy Committee; It is the recommendation of the Safety Committee to investigate all options and alternative providers of Safety Programs in lieu of the recent major changes at MEUW and to notify them that the contract will not be renewed. Motion carried by voice vote.

12. Identify possible upcoming agenda items – to be determined.

13. Next Meeting Date: Thursday, November 3, 2016 at 2:00pm in Room A160.

Motion by Kotlowski to Adjourn, seconded by Quinnell at 4:40 p.m. Motion carried by unanimous voice vote.

*These minutes were approved by the Safety Committee on November 3, 2016.*

*Brenda Quinnell, Acting Recording Secretary*

**ADAMS COUNTY  
SAFETY COMMITTEE MINUTES  
November 3, 2016 2:00 PM ROOM A160**

1. The Meeting was called to order by Chair Pisellini at 2:02 p.m.
2. The meeting was properly announced.
3. Present: Supervisor Paul Pisellini; Committee members Brenda Quinnell, Pat Kotlowski, and Marcia Kaye; Tracy Hamman arrived at 2:25 p.m.
4. Kotlowski made a motion to approve the Agenda, seconded by Kotlowski. Motion carried by voice vote.
5. Motion by Quinnell, seconded by Quinnell, to approve the Minutes from the October 6, 2016 meeting. Motion carried by voice vote.
6. There was no public participation. Kaye indicated she had received an email from MSDS online informing the County that our annual renewal would be coming up soon and to keep an eye out for more information.
7. County Hepatitis B Policy – Kaye recently sent an email or letter out to individuals that have started with the County since Public Health put a ‘hold’ on the Hep B back in March. She is waiting to hear back from most of those on the list and is dealing with each one as the response is received. For those that are requesting the series, it will still be determined how we should proceed. The Safety Committee will have some additional funds for 2016 from MEUW refund, so perhaps those funds can be applied to paying for the tests.
8. No update provided on projects and meetings.
9. Discussion and action on continued topics:
  - MSDS Online –Marcia is working to get parks information added to the online system. Tracy completed the maintenance chemicals with Mark. Not sure whether or not the County needs to pay the \$100 for the additional administrator license for Maintenance now that everything is entered. Dawn included the money for the renewal in her 2017 budget, but not the \$100.
  - Dam update. Paul said he knew Wally had ordered the needed equipment but no update past that point. He will follow up at the next Property Meeting.
  - AED for Practical Cents – has been purchased and Tracy did install it in the back room. Approval was given to Kaye to purchase 10 adult electrodes and have them on hand for future need. Replacement needs to be purchased for Petenwell where they recently used their AED on a customer.
  - BBP Exposure Control Plan annual review – still pending Hep B update.
10. Review of October worker's compensation claims – Still one employee currently out of work due to accident. The majority of costs seemed to go down slightly for 2015 and 2016.
11. Discussion regarding recommendation to Property Committee for 2017 Safety Coordinator. Kaye asked to contact MEUW regarding 2017 quote and update on timeline for Safety Manager.



Discussion will be held at next meeting and a recommendation taken to Property Committee in December. Kaye asked to contact Supervisor Repinski to include it on the December Property agenda.

12. Identify Possible Upcoming Agenda Items – Hep B update; Parks MSDS; AED update; Safety Representative update and recommendation to Property Committee.
13. Set Next Meeting Date – December 8, 2016 at 2:00 p.m.
14. Motion by Hamman, seconded by Quinnell to Adjourn at 2:40 p.m. Motion carried by voice vote.



Marcia Kaye  
Recording Secretary

*These minutes have not been approved by the Safety Committee.*

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Wednesday, October 12, 2016, 2:00 PM**  
**Landfill Office, 1420 Hwy 21, Friendship, WI 53934**

**MEMBERS PRESENT:** Florence Johnson, Chair  
Larry Babcock  
Jerry Kotlowski  
Gordy Carlson

**OTHERS PRESENT:** Brenda Quinnell, SW Director

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chairperson Florence Johnson at 6:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** Yes. **ROLL CALL:** Johnson, Babcock, Kotlowski, & Carlson. Skala was excused.

**APPROVAL OF AGENDA:** *Motion by Carlson, second by Kotlowski, to approve the agenda as presented. All in favor; motion carried.*

**NOTICE THAT THE COMMITTEE MAY DISCUSS AND ACT ON ANY AGENDA ITEMS LISTED.**

**APPROVAL OF OPEN SESSION MINUTES FROM THE SEPTEMBER 14, 2016 REGULAR SOLID WASTE MEETING:** *Motion by Kotlowski, second by Babcock, to approve the Open Session minutes as presented for the September 14, 2016 Solid Waste meeting. All in favor; motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There were no communications or correspondences.

**FINANCIAL REPORT:** Review and discussion of the financial reports and check summary presented. *Motion by Carlson, second by Babcock, to accept the financial reports and check summary as presented. All in favor; motion carried.*

**SITE REPORT:** Quinnell distributed and the Committee reviewed the Site Report dated October 12, 2016 (see attached copy). *Motion by Kotlowski, second by Carlson, to approve the Site Report as presented. All in favor; motion carried.*

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** There were none.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** There were none.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items may be placed on the next agenda: updates on pertinent items.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, November 9, 2016 at 6:00 PM at the Landfill.

*Motion by Kotlowski, second by Babcock, to adjourn until the next meeting. All in favor; motion carried.* Meeting adjourned at 6:27 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

**ADAMS COUNTY SURVEYOR'S OFFICE**  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

**ADAMS COUNTY SURVEYOR'S REPORT # 515**

Report for the month of October, 2016

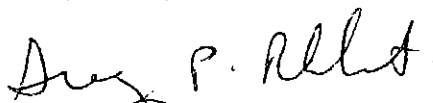
The Grant Project is in progress. All materials have arrived and a kick off meeting was held last week.

The 2016 Government Land Corner Maintenance Project is continuing with office work being done in October

I attended the Wisconsin County Surveyor's Association meeting held on 10/28.

I have been responding to queries from the public this month and am continuing to perform the duties of my office.

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

11/2/2016

**ADAMS COUNTY SURVEYOR'S OFFICE**  
**GREGORY P. RHINEHART, COUNTY SURVEYOR**  
P.O. BOX 187, FRIENDSHIP, WI 53934  
(608) 339-4226

**SUMMARY OF ACCOUNTS 2016**

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00	6,051.41	100.00
Balance	\$3,575.00	\$19,448.59	\$ 200.00
FEBRUARY	325.00		
Balance	\$3,250.00	\$19,448.59	\$ 200.00
MARCH	325.00	7,968.54	
Balance	\$2,925.00	\$11,480.05	\$ 200.00
APRIL	325.00		
Balance	\$2,600.00	\$11,480.05	\$ 200.00
MAY	325.00		
Balance	\$2,275.00	\$11,480.05	\$ 200.00
JUNE	325.00		
Balance	\$1,950.00	\$11,480.05	\$ 200.00
JULY	325.00		
Balance	\$1,625.00	\$11,480.05	\$ 200.00
AUGUST	325.00		
Balance	\$1,300.00	\$11,480.05	\$ 200.00
SEPTEMBER	325.00	394.73	
Balance	\$ 975.00	\$11,085.32	\$ 200.00
OCTOBER	325.00	3,180.00	
Balance	\$ 650.00	\$ 7,905.32	\$ 200.00
NOVEMBER			
Balance			
DECEMBER			
Balance			
<b>Grand Total</b>			